

Berwyn Public Library Board Minutes
May 21, 2007 Regular Meeting
Library Board Room, Riverside Drive & Harlem Avenue

Call to Order

Acting President Deborah Cullen called the meeting to order at 7:01 p.m. Members present were John Chrastka, Eileen Pech, Jerome Pohlen, Doris Remp, Matthew Scharpf and Louise Sommese. Members Absent: Ann Marrone and Irene Martin. Staff present: Director Bill Hensley, Kathi Behrendt and Tammy Clausen. Guest: Aldermanic Liaison Nona Chapman arrived at 7:55 p.m.

Agenda

On a motion by Chrastka, the Board unanimously approved the addition to the agenda of a discussion on the Friends of the Berwyn Public Library.

Minutes

On a motion by Pech, seconded by Chrastka, the minutes of the April 16, 2007 meeting were approved as presented.

Correspondence

Cullen called attention to a trustee's orientation session to be sponsored by the Metropolitan Library System on June 5 in Burr Ridge.

Financial Report

On a motion by Chrastka, seconded by Pohlen, the Library financial reports and expenditures were unanimously accepted on a roll call vote. In addition, the Library Board Fund balance was reported to have increased by \$12 to \$322.94.

Director's Report

On an inquiry from Chrastka, Hensley and staff detailed the growth in requests to proctor on-line exams for students, particularly for those seeking GEDs through Morton College in Cicero. Berwyn reportedly is one of only six libraries in the state offering GED proctoring.

Behrendt explained the value of the Teen Advisory Council in determining "what (services) teens want rather than what we think they want." Scharpf noted the value of teen council experience to those applying for college admission.

Hensley reported slow progress in laying cable for the new city-wide fiber optic service and the installation of new telephone and time-keeping systems. Differences in departmental shift schedules make it difficult to design a single time-tracking system.

The director cautioned the Library must budget next year to comply with city rules requiring that all employees working overtime must be given the option of time-and-1/2 pay as well as compensatory time off (the only alternative currently offered).

Strategic Plan Report

Chairman Chrastka said that unlike the previous 5-year plan which was a response to state funding requirements, the new strategic plan will be based on departmental goals

and Board commitments to fund them. Following an all-staff survey and Board visits to community organization executive committees for resident input, Chrastka said the committee will develop an instrument that will establish a base line for tracking progress.

Bylaws Committee Report

A vote on the revised bylaws was deferred to the June meeting so the committee can fine tune sections pertaining to the appointment of trustees. Chrastka suggested bylaws should be the first order of business at the June meeting so the Board can elect officers including a treasurer, a position not included in the current bylaws.

Aldermanic Liaison Report

Alderman Chapman reported the City Council has approved cost of living raises of 4 percent for Library employees, mimicking union agreements.

Chapman predicted the Council will approve hiring a replacement for Michelle Ortiz who resigned May 18 from the Circulation Department.

As to the request for clarification on the status of new trustees Scharpf and Pohlen, Chapman explained that she had rescinded the aldermanic hold on their appointments and that they now will fill full three-year terms rather than temporary 60-day appointments.

Unfinished Business

Hensley said two space consultants have agreed to help draft requests for proposals to review long-range Library space needs and current service flow issues. A recommendation for selecting a consultant will be presented at the June meeting. Randy Gibson of PSA Dewberry (an architectural, engineering and planning firm) and Fred Schlipf (consultant, faculty member of the University of Illinois and Director of the Urbana Free Library) will submit boilerplate RFPs.

New Business

Parking Lot -- The Board unanimously accepted a donation of money and labor from the Kiwanis Club of Berwyn for the creation of "The Kiwanis Garden" on a triangle of land at the east end of the off-site parking lot. Chapman will seek Council approval for the project.

In a related matter, Chrastka cited the need for a sign defining the parking lot as the property of the Berwyn Public Library.

Filtering -- In response to a request from the Illinois Library Association, filtering on Berwyn Library computers was increased to the maximum level on Monday, May 14, as part of a statewide demonstration of the negative effect Illinois House Bill 1727 would have on public and school libraries if it becomes law. Hensley said letters were distributed to patrons explaining the reason for the demonstration which prevented access to such topics as the Morton College web site, cartoons or anything health related. While Hensley personally received no negative comments from patrons, he said Mayor Michael O'Connor apparently did.

Chrastka agreed the proposed legislation now before the Illinois Senate is "a bad bill that would have a chilling effect" on library services. He cited the need for the Board to be able to support the director in such decisions and said changes in the bylaws should

empower the executive committee of the Board to make such decisions when full Board action is not possible.

Board At Your Service Days – At Pech’s suggestion, Board members again will be offered opportunities to observe various departments of the Library at work. Director Hensley will develop a sign-up sheet for optimum departmental day/night visits.

Friends of the Library – In response to Chrastka’s request for increased communication between the Library Board and the Friends of the Berwyn Public Library, Clausen will investigate the possibility of a joint coffee for members of both boards during the September book sale.

Closed Session

On a motion by Pech, seconded by Chrastka, and following a roll call vote, the Board entered into closed session at 9:10 p.m. pursuant to Section 2(c)(1) of the Open Meetings Act “to consider the appointment, employment, compensation, discipline, performance matters or dismissal of an employee” and Section (21) “to discuss minutes of meetings lawfully closed under the Act.”

Following discussion, the Board reconvened into open session at 9:38 p.m. following which:

The minutes of the closed session of April 19, 2007 were approved on a motion by Chrastka.

The change in salary allocation for the position of head of Readers’ Advisory was approved as presented on a motion by Chrastka.

Committees

Cullen asked Remp to chair a Nominating Committee so that a slate to fill vacancies in offices can be presented for an election at the June meeting. Pech will serve with Remp, and the committee will meet at 1 p.m. Thursday, May 7.

Cullen named Scharpf to chair the Finance Committee, and will ask Martin to chair Building/Grounds.

Policy and Personnel will meet at 5:30 p.m. Thursday, June 14. The Strategic Planning Committee, which has been expanded to include Pohlen, will follow at 7 o’clock that evening.

The Bylaws Committee will meet virtually, exchanging views via e-mail to fine tune changes needed.

Adjournment

On a motion by Sommese, seconded by Remp, the meeting adjourned at 9:52 p.m.

Eileen Pech, Secretary