

**Minutes of the Regular Meeting of the  
Berwyn Public Library Board of Trustees  
June 15, 2015  
Berwyn Public Library, Board Room**

A. GENERAL BUSINESS

- a. Call to Order – President Jerry Pohlen called the meeting to order at 7:10 p.m. Board Members in attendance included: Erika Corona-Owens, Augie Kalal, Jousef Mondragon, and Maria Salinas. Jill Bambenek, Carlos Berrout, Cindy Hayes and John Chrastka were absent. Also present were Interim Library Director Marilyn Boria, Consultant John Keister and Phyllis Walden representing the Friends of the Library.
- b. Pledge of Allegiance - The first order of business was recitation of the Pledge of Allegiance.
- c. Approval of the Agenda - **On a motion by Salinas, seconded by Mondragon, the Board approved the agenda as presented.**
- d. Approval of Meeting Minutes - **On a motion by Mondragon, seconded by Salinas, the Board approved minutes of the May 18, 2015 meeting.**

B. OPEN FORUM

- a. Public Comments and Correspondence – Phyllis Walden, indicating that she was speaking as a Berwyn citizen, expressed best wishes to the Board in their quest to find a strong leader to fill the position of Library Director.

C. Alderman Nona Chapman, BPL Liaison – Alderman Chapman was not in attendance.

D. DIRECTOR’S REPORT - There were no questions for Interim Director Boria on her written report.

E. STANDING COMMITTEES

- a. Finance Committee - Treasurer Augie Kalal presented the Finance Report.
  - i. Kalal reviewed revenue and expenditure reports for May.
  - ii. The Foundation fund balance as of May 31, 2015 was: \$111,156.90. Brokerage Account balance: \$247,476.60
  - iii. Approval of May 2015 Payables - **On a motion by Kalal, seconded by Corona-Owens, the Board unanimously approved May 2015 payables in the amount of \$56,914.44 and payroll in the amount of \$119,574 by roll call vote.**
- b. Building and Grounds Committee
  - i. Trustee Mondragon reported that StudioGC was waiting on a contract with a structural engineering firm before work could begin. It was anticipated that this would be resolved within the next few days.
- c. Policy/Personnel Committee
  - i. Replace Library Page - **On a motion by Salinas, seconded by Kalal, the Board approved filling the 14-hour per week Library Page vacancy (\$8.25/hour) created by the resignation of Vanessa Raygosa.**
- d. Veverka Committee - Did not meet.
- e. Technology Committee - Did not meet.

F. OLD BUSINESS – There was no Old Business.

- G. UNFINISHED BUSINESS – There was no Unfinished Business.
- H. NEW BUSINESS
- a. Contract for Freegal Music Services – **On a motion by Salinas, seconded by Corona-Owens, the Board unanimously approved by a roll call vote entering into a one-year, \$7,300 contract with Freegal Music to provide Berwyn residents with downloading and streaming access to 9 million songs and 15,000 music videos.**
  - b. Review and Discussion of Edge Report – Boria explained that one of the requirements to apply for an FY 2016 Per Capita Grant from the Illinois State Library was that the Board and staff complete the Edge Assessment and then discuss the results. In the materials distributed to the Board before the meeting were copies of the actual Edge Assessment Report for Berwyn Public Library which included the library’s response to each question as well as the score BPL received for that response. Also included was a Peer Comparison Report showing BPL results in comparison with other libraries serving populations of a similar size, and an action plan for the coming year. The Board reviewed all three documents and discussed the results. While there are a number of areas that need improvement, it was clear that the biggest deficit for BPL was the fact that the library does not have a strategic plan – which is something the Board intends to undertake as soon as a new director is hired. The Edge Assessment will assist the Board in making strategic decisions and identifying areas for adding and/or improving technology services.
  - c. Review and discussion of how library funds are used to support educational programs and training opportunities – Boria explained that another requirement which must be fulfilled to apply for an FY 2016 Per Capita Grant from the Illinois State Library is that the Board, having previously analyzed the library’s finances and fiscal climate, now must identify and describe how library funds are used to support educational programs and training opportunities for patrons. The Board reviewed the broad range of educational programs for adults including ongoing ESL classes, a citizenship study group, computer tutoring, and informal open tutoring for math, writing, GED, and placement test preparation. Many of these programs are offered both in English and in Spanish. This work is done in partnership with Literacy Volunteers of Western Cook County and Project CARE of Morton College. Last year, BPL was designated as an official Pearson Vue Testing site so the Library now offers the GED as well as other tests. As part of our eLibrary program, the library offers Brainfuse: HelpNow, Gale Courses, Reading Horizons Elevate, Think60 Online Curriculum for Adult Education, and Transparent Language Online. All of these databases are available 24/7 for Berwyn cardholders. The Youth Services Department integrates the Public Library Association’s Every Child Ready to Read curriculum into storytimes to teach child caregivers how to prepare preschoolers to learn to read.
  - d. Decision on Closed Session Audio Recordings - **On a motion by Corona-Owens, seconded by Salinas, in accordance with 5 ILCS 120/2.06(c), the Board unanimously approved authorizing the Library Director to destroy all recordings of Closed Session meetings after 18 months as long as written minutes have been approved by the Board and no legal action is pending concerning the meeting.**

- I. **CLOSED SESSION – On a motion by Salinas, seconded by Mondragon, the Board unanimously approved convening in Closed Session by a roll call vote to consider the appointment, employment, compensation, discipline, performance matters or dismissal of an employee under ILCS 5 120/2(C) (1).**

At 7:31 p.m., the Board convened in Closed Session.

At 7:48 p.m. the Board reconvened in Open Session.

Following the Closed Session, the Board discussed possible dates for meetings to interview candidates for the position of Library Director. President Pohlen requested that the Interim Director email a list of potential dates for interviewing candidates, and email a list of interview questions for Board members to consider.

- J. SCHEDULE of Committee Meetings –No other meetings were scheduled.

**ADJOURNMENT - On a motion by Salinas, seconded by Corona-Owens, the meeting was adjourned at 8:07 p.m.**

**Next meeting: August 17, 2015**