

BERWYN PUBLIC LIBRARY BOARD MINUTES

August 18th, 2008 Regular Meeting
Library Board Room, Riverside Drive & Harlem Avenue

Call to Order

President Deborah Cullen called the meeting to order at 6:47 p.m. and at 6:48 the Board entered closed session on a motion by Pech and a roll call vote pursuant to Open Meetings Act Section 120/2 (c) (1) (1) to discuss appointment, employment, compensation, discipline, performance or dismissal of employees. Present were Members Jill Bambenek, John Chrastka, Irene Martin, Eileen Pech, Doris Remp and Louise Sommese and Director Bill Hensley. Member Jerome Pohlen arrived at 6:50. Member Absent: Ann Marrone. Following discussion, the Board reconvened into open session at 7:04.

The regular meeting began at 7:10 p.m. Guests included Staff Members Kathleen Behrendt, Tammy Clausen, Mary Frank, Briana Perlot, Craig Schumacher and Tammy Sheedy and AFSME Representative Maggie Lorenc.

Agenda

At Cullen's request, the July 14 special meeting and closed session minutes were added to the agenda.

Minutes

On a motion by Pohlen, the regular board meeting minutes of June 16, 2008 were approved, and on motions by Chrastka, minutes of the June 16 closed session and those of the July 14 special meeting, both open and closed sessions, were approved.

Correspondence

Trustee Ann Marrone thanked the Board for the flowers sent during her recent illness.

Consul General Marek Skolil of the Czech Republic expressed appreciation for the "warm welcome" he received on his recent visit to the Library. Director Hensley said the consul general has donated a book to add to what he described as the Library's "amazing collection of Czech books."

Departmental Reports

In addition to the five employees lost through City of Berwyn layoffs (Joel Holcombe, Andrea Reyes and Maria Lupercio from the Circulation Department and Catherine Reich and Kristy Gilbert from Youth Services), Hensley said four additional employees have resigned. They include pages Kristen Jepsen from Reference; Elizabeth Daley, Reader's Advisory; and Mackenzie Dorgan, Youth Services; and Scott Waszak, Library Assistant II, Audio Visual Department.

Financial Report

On a motion by Sommese and a roll call vote, the Board unanimously approved the July payables.

President Cullen said payables now should be given to Sommese for review since her bonding as treasurer has been completed.

Sommese reported a Board Fund total of \$322.94.

Buildings and Grounds

At the recommendation of Chairman Martin, consideration of two bids received for parking lot repaving was deferred to the September meeting so that discrepancies in pricing can be resolved.

Action also was deferred on the sole snow plowing bid received so that additional bids can be sought.

Policy Committee Report

On motions by Pech, the Board unanimously adopted the revised Materials Selection Policy as presented and the new Patron Service Complaint Policy with editing revisions suggested by Pohlen. The revisions included BPL identification and a numerical reference for each complaint form.

An Annual Policy Committee Report was placed on file as informational as specified in the bylaws.

New Business

On a motion by Chrastka, the Board unanimously agreed to ask City Council permission to replace two pages and one full time Library Assistant II lost through resignations. The Director said salaries would range from \$7.25 to \$7.75 per hour for pages depending on whether they are over or under age 18. The Library Assistant II salary is \$10.40. Hensley said the 2008 budget includes money for these positions.

To address staffing shortages resulting from city layoffs of five library employees, the Board voted 7-0 with 1 abstention on Chrastka's motion to maintain truncated (summer) hours through January 2, 2009. Voting Aye: Bambenek, Chrastka, Martin, Pech, Pohlen, Remp and Sommese. Abstaining: Cullen. Bambenek offered to provide staff with a scale for measuring peak usage as a guide to setting future library hours.

The Board unanimously adopted the Annual Resolution Authorizing Public Library Non-Resident Cards in keeping with state statutes and Office of the Illinois Secretary of State regulations.

Pech distributed an Annual Board Calendar highlighting dates of key library events and Board actions.

At Cullen's suggestion, notices of each month's board meeting will be mailed earlier enough to include a reminder of all upcoming committee meetings.

Closed Session

On a motion by Pech and a roll call vote, the Board entered closed session at 8:46 p.m. pursuant to Open Meetings Act Section 120/2 (c) (1) to discuss appointment, employment, compensation, discipline, performance or dismissal of employees. After discussion, the Board reconvened in open session at 9:05.

Committees

Cullen appointed a Budget Committee with Sommese as chair and Chrastka as members.

- The Budget Committee will meet at 7 p.m. Thursday, August 25 -

An ad hoc Advocacy Committee was established with Chrastka as chairman.
Director Hensley will seek a mutually beneficial time for meeting the week of September 7 with Staff and Friends of the Berwyn Public Library

The Strategic Planning Committee will meet at 7 p.m. Thursday, September 4,
followed by Policy at 8.

Action on appointing a Personnel Committee was deferred to September.

Adjournment

On a motion by Chrastka, the meeting adjourned at 9:23 p.m.

Eileen Pech, Secretary