

Berwyn Public Library Board Minutes
September 17, 2007 Regular Meeting
Library Board Room, Riverside Drive & Harlem Avenue

Call to Order

President Deborah Cullen called the meeting to order at 7:05 p.m. Members present were John Chrastka, Ann Marrone, Eileen Pech, Jerome Pohlen, Doris Remp, Matthew Scharpf and Louise Sommese. Member Irene Martin at 7:10 p.m. Staff Present: Director Bill Hensley and Brianna Perlot. Guests: Samantha and Ana Garcia, finalists in the Library Design Contest, and family members Elizabeth and Maria Garcia. Arriving at 7:25: Suzette Hernandez, the contest winner, and her father, Daniel, and brother, Dan.

Design Contest Recognition

The contest finalists were presented with gifts and Certificates of Recognition.

Agenda

On a motion by Sommese the Board unanimously approved additions to the agenda including the addition of a review of:

Open Forum Policy proposal

Closed session review under Open Meetings Act Section 2 (c) (21) of the minutes of the August 16 Committee of the Whole and the regular meeting of August 20.

Regular Minutes

On a motion by Pech minutes of the regular meeting of August 20, 2007 were approved.

Open Forum

President Cullen called attention to a letter from the head of circulation at Northlake Public Library District complimenting service provided by Tammy Sheedy and Jose Hernandez of the Berwyn Library's Audiovisual Department.

Cullen also asked Board members to consider attendance at continuing education training for library trustees offered by the Metropolitan Library Service. Director Hensley asked members to sign up through Barbara Ziembra in administration.

Financial Report

Treasurer Scharpf reviewed 2008 budget requests submitted to the City of Berwyn.

On a motion by Scharpf, August expenditures and reports on the Building, Maintenance, Library Board and Per Capita Grant funds were unanimously approved by a roll call vote.

Director's Report

Hensley reported that flood testing showed the leak in the communications room apparently has been stemmed by an epoxy seal. Excavation sites will be landscaped at contractors' expense.

Tests to determine the source of the leak in the ceiling over the Director's office were inconclusive, Hensley said, but a 10-year warranty should cover future problems.

The resignation of Martuice Toney, a part-time Circulation Library Assistant I, and the transfer of her duties to a newly restored full-time position were accepted as informational.

Hensley reported errors and omissions insurance coverage extends to all City officials including Library Board members.

At Cullen's request, Outreach Services will be asked for details on the growth in homebound services.

Strategic Planning Committee Report

Chairman Chrastka said the Committee soon will obtain staff input on-line. The first attempt to obtain community views resulted in the an agreement by the All Berwyn Committee's Executive Board to distribute a survey to all its members and to host a spring program on current library services and those for the future.

Ad Hoc Visual Media Policy Committee Report

Martin volunteered to serve on the committee in response to Chairman Pohlen's request for additional members. Treasurer Scharpf and Mary Frank, Reference Department head, already agreed to serve, and additional staff support will be sought.

Policy Committee Report

On a motion by Martin, the Board unanimously approved changes in Section 10 of the bylaws. The section now states: "Whenever...any Trustee...is absent from three regularly scheduled Board meetings over the course of one year...then the office of said Trustee may be declared vacant by the Board following a hearing in closed session."

Drafts of policies on Board absences, collections management and open forum were deferred to the October meeting.

Buildings & Grounds Committee Report

On a motion by Chairman Martin, the Board agreed to meet with Frederick Schlipf to discuss a proposal for consulting services to address the Library's space and service flow needs.

Requests for a garage or storage shed to safely and securely house Library equipment and possibly one vehicle were referred to the meeting with the consultant.

Unfinished Business

The book sale coffee with the Friends of the Berwyn Library was postponed due to scheduling difficulties.

Despite repeated vandalism to sprinkler heads in the area designated for the Berwyn Kiwanis Club Garden, Hensley said planting will go forward with volunteer help.

The bonding of Treasurer Scharpf has been completed.

New Business

At Cullen's request, Remp will discuss possible Library participation in the City of Berwyn's Centennial celebration with Director Carl Reina.

Donor recognition, tabled at the time of the Library's 10th anniversary celebration, was referred to the Strategic Planning Committee.

Closed Session

On a motion by Pech and following a roll call vote, the Board entered into closed session at 9:05 p.m. pursuant to Section 2 (c) (21) to discuss minutes of meetings lawfully closed under the Act and 2.06 for the semi-annual review of closed session minutes.

Following discussion, the Board reconvened in open session at 9:14 p.m.

Actions Resulting from the Closed Session:

On a motion by Chrastka, the minutes of the August 16 closed Committee of the Whole and the closed session of the regular meeting of August 20 were unanimously approved.

On a motion by Pech, the Board unanimously voted to destroy the tapes and keep the minutes closed in separate votes on the sessions of October 17, 2005 and January 9, 2006 and on the motion by Martin for the session of February 13, 2006.

Schedule of Committee Meetings

The Finance Committee is tentatively scheduled for Thursday, September 20.

Ad Hoc Committee on Fees and Services - 7 p.m. Monday, October 1.

Strategic Planning - 7 p.m. Tuesday, October 9, followed by Policy at 8 o'clock.

Buildings and Grounds will meet at the call of the chair.

Adjournment

The meeting adjourned at 9:16 p.m. on a motion by Remp.

Eileen Pech, Secretary