



**MINUTES OF THE LA GRANGE PUBLIC LIBRARY  
BOARD OF TRUSTEES REGULAR MEETING  
May 18, 2010**

---

**PRESENT:** Becky Spratford, Jane Byczek, Bill Coffee, Caroline Coryell, Mary Nelson, Rose Taylor

**ABSENT:** Steve Wolf

**STAFF:** Jeannie Dilger-Hill, Bridget Bittman, Debbie Darwine, Pat Prohl, Nancy Roy, Brooke Sievers, Noël Zethmayr

**VISITORS:** Thom Rae, Mark Reich

Meeting opened by President Becky Spratford at 7:35 p.m.

**PUBLIC COMMENTS ON THE AGENDA:** None

**MOTION:** Moved by Caroline Coryell and seconded by Jane Byczek to approve all minutes which were presented by omnibus vote.

Roll call vote was taken: Jane Byczek –aye, Bill Coffee-aye, Caroline Coryell-aye, Mary Nelson-aye, Rose Taylor-aye, Becky Spratford-aye.

**MOTION CARRIES**

**COMMUNICATIONS:** The article in Artistik Magazine was passed around the table; thank-you notes were reviewed. Mary Nelson noted her thank-you to staff also included Board Members for the memorial party on July 4<sup>th</sup>, 2010. The Healthy Eating for Families program and the article in the Suburban Life were then discussed.

**DIRECTOR'S REPORT:** Jeannie Dilger-Hill reported on a subpoena which was received regarding possible groundwater found during building construction. They are looking for eleven different documents; discussion followed.

Public computer usage was highlighted. Jeannie Dilger-Hill noted we had a couple of regular users that have purchased their own laptops.

The new BookNews service was presented. This service enables patrons to sign up for a variety of e-newsletters and view lists of bestsellers. It was noted these come from a company called Dear Reader, however, we can edit and put in our own titles if we wish.

Jeannie Dilger-Hill reported LACONI met here for a day long program. Also, ILA Young Adult Services Forum met here. We are becoming a popular place for library meeting groups. This

does lead to parking issues. Statistics along with downloadable media circulation was then discussed.

Comments and suggestions were reviewed. We will see our library hours on our home page shortly.

Becky Spratford asked for approval of the May 2010 warrants.

**MOTION:** Moved by Bill Coffee and seconded by Mary Nelson to approve warrant #254 in the amount of \$168,800.53. All members approved.

### **MOTION CARRIES**

**MOTION:** Moved by Caroline Coryell and seconded by Mary Nelson to approve warrant #2-55 in the amount of \$1,690.00. All members approved.

### **MOTION CARRIES**

**TREASURERS REPORT:** Caroline Coryell noted Mark Reich was present to discuss various investment options. Mark Reich reported he has worked with the Village for approximately twelve years and at Edward Jones for about sixteen years. It was noted that he does not see rates going up anytime soon and the Fed is not doing anything with interest rates. He felt CD's are the best avenue to go to. Edward Jones buys CD's in bulk at about 99.8 cents on the dollar and sells at 100 cents on the dollar. Becky Spratford noted part of our long range plan is to get a solid investment policy. Discussion regarding the operating fund and special building fund followed. Becky asked Board members if there were any other questions and thanked Mark Reich for his suggestions.

Caroline Coryell noted the operating cash & investments in the Illinois Funds went up a teensy tiny bit. Right now we have received 108.24% of projected income. We have 101.58% of property taxes which is more than expected. It was noted we did not receive the per capita grant. Jeannie Dilger-Hill questioned the amount of work that should be put in next year's per capita grant. Caroline Coryell noted we are in good shape; right now, on paper, we are doing quite well. The payout on TIF was a help and the Finance Committee felt not using the money is in our best interest.

### **COMMITTEES:**

Building and Grounds—Minutes from the Building and Grounds Committee were reviewed. Caroline Coryell noted they were very concerned what was done to repair the roof; Becky Spratford replied it was a big problem. Jane Byczek asked if we had gotten any input from the architects. Bill Coffee noted the architects have signed off on the building. Caroline Coryell noted things very obviously not done correctly; tiles should not be constantly shifting. Bill Coffee asked if Norm had been notified; Jeannie Dilger-Hill responded yes. Rose Taylor commented if Metal Master wants to come back, we should have Mac Brady on sight as Melissa also suggested.

Caroline Coryell reported the other biggest problem is the HVAC system which hasn't worked properly since it's been put in. Rose Taylor questioned whether it would be in our best interest to have Norm here when we have Johnson Control and Trane come out.

Finance, Personnel and Archives—The Finance Committee has been working hard on investments. A meeting will be set up to discuss what Mark Reich talked about. Jeannie Dilger-Hill asked if the Board would like her to work with Mark to develop some scenarios. Becky Spratford responded, yes, that would be great. Jane Byczek noted in their meeting they want to put aside TIF funds to protect our future. However, if sometime during the next few years arises, we want to take a little bit to fill the needs. We need to think about how to use it to the best of our advantage and for our patrons.

Legislation & MLS—Bill Coffee reported the MLS Board meeting was yesterday. Alliance and North Suburban Library Systems have ceased operations. MLS is in the best shape and has funding through September, however, they are totally funded by the state. The immediate goal is to reduce spending drastically. They are working on making SWAN operate separately.

Planning and Policy—No report

Friends of the Library Liaison—Bridget Bittman reported on the FOL Executive meeting. All officers are staying. Attendance at the Instant Karma Trio totaled 130 people. The next meeting is scheduled for June 1<sup>st</sup> 2010. We will be walking in the pet parade and the Friends will have an outreach booth. The kick-off for summer reading is on June 7<sup>th</sup>, 2010. Donuts, coffee, and juice will be supplied by the Friends.

Fundraising & Advocacy—No report

Long Range Planning—Jane Byczek reported she and Jeannie Dilger-Hill will be going to the Park District on Thursday night to do a short presentation to the board.

Village Liaison—No report

**UNFINISHED BUSINESS:** Becky Spratford reported on the meeting with the Village President on Wednesday, May 5, 2010. Major issues that were brought up were partnering with the community and providing civic information. They are going to have a new website with a link to library. Parking was discussed for quite a while since there is no place in the Village for patrons to park for more than 3 hours. Jeannie Dilger-Hill and Bob Pilipiszyn will work out a way to facilitate this as long as it is not every day; discussion followed. Jane Byczek noted we are land locked and we are better off spending our energy on being positive about the parking we do have.

**NEW BUSINESS:**

Jeannie Dilger-Hill reviewed Serving our Public Chapter 2 – Per Capita Grant Requirement. It was noted she was pleased that we have every single one addressed in our bylaws.

Resolution Number R05.18 – A – 2010, the Intergovernmental Agreement with Metropolitan Library System for providing electronic database services was presented.

**MOTION:** Moved by Jane Byczek and seconded by Rose Taylor to approve Resolution Number R05.18 – A – 2010.

Roll call vote was taken: Jane Byczek –aye, Bill Coffee-aye, Caroline Coryell-aye, Mary Nelson-aye, Rose Taylor-aye, Becky Spratford-aye.

**MOTION CARRIES**

Jeannie Dilger-Hill reviewed the IPLAR Annual Report. The total hours we were open was new on the report. Annual visits went up 6.5%, adult program attendance went up 77%, and children’s program attendance went up about the same as door count. Other highlights included non-resident cards which took in less money, but only 7 less cards were issued and reference questions went up a total of 41%.

Becky Spratford reviewed the changes to the Governance Policy.

**MOTION:** Moved by Bill Coffee and seconded by Mary Nelson to accept the changes to the Governance Policy. All members approved.

**MOTION CARRIES**

Caroline Coryell presented the Investment and Cash Management Policy and noted there were no changes.

**PUBLIC COMMENTS NOT ON AGENDA:** None

**MOTION:** Moved by Caroline Coryell and seconded by Bill Coffee to adjourn the meeting. All members approved.

**MOTION CARRIES**

Meeting adjourned at 9:11 p.m.

Respectfully submitted,

Nancy Roy  
Administrative Secretary