

Warren-Newport Public Library District
Lake County, Illinois
Board of Trustees

Susan K. Niemi, President	Nancy Jackson
Nancy Sheldon, Vice-President	Ann E. Merrick
Steven J. Weinberg, Treasurer	Laurie Styracula
Thomas J. Colwell, Secretary	

Regular Meeting
Tuesday, May 20, 2008

Call to Order

President Niemi called the meeting to order at 7:02 p.m.

Trustees present: Colwell, Merrick, Niemi, Sheldon, and Styracula

Trustees absent: Jackson and Weinberg

Staff members present: Director Stephen Bero, Assistant Director Noreen Reese, Head of Children's & Programming Services Gail Dever, Head of Circulation Services Paula Pena, Senior Children's & Programming Associate Diane Braun, Children's & Programming Associate Denise Brown, and Recording Secretary Christine Gable.

Pledge of Allegiance

President Niemi led the recitation of the Pledge of Allegiance.

Approval of Consent Agenda for:

- a. Approval of Minutes for April 15, 2008, Regular Meeting.
- b. Approval of Minutes for April 15, 2008, Executive Session to remain closed to the public.
- c. Acceptance of Financial Statements for April 2008.
- d. Acceptance of the Director's Report for May 2008.
- e. Acceptance of the Patron Suggestions for April 2008.

Trustee Sheldon removed the Director's Report for May 2008 from the consent agenda.

Trustee Merrick moved and Trustee Colwell seconded a motion to approve the consent agenda with the Director's Report for May 2008 removed. The motion carried on a roll-call vote as follows.

Ayes: Styracula, Merrick, Colwell, Sheldon, and Niemi

Absent: Jackson and Weinberg

Items removed from the consent agenda, if any:

Trustee Sheldon asked Director Bero to explain tag clouds and word clouds as mentioned in Executive Summary of his report for May. Director Bero demonstrated online how tag clouds and word clouds are used as components of Web-based next-generation catalogs.

Trustee Sheldon moved and Trustee Colwell seconded a motion to accept the Director's Report for May 2008. The motion carried on a voice vote.

President's Report

President Niemi attended two Village of Gurnee strategic plan meetings, one as a library trustee and one as a citizen. President Niemi, along with Director Bero, also attended the Diversity Council meeting on May 7th.

Reports of Other Trustees

a. Volunteer Appreciation Luncheon

Trustee Merrick attended the luncheon at the Country Squire on April 22nd, and she said that it was wonderful and she didn't realize we had so many volunteers until she met them at the luncheon.

b. "Do the Dewey", Des Plaines Public Library

Trustee Merrick attended the fundraiser at the new 4-story Des Plaines Public Library. Several hundred people attended the fundraiser, which had many events going on, including a silent auction and massages.

c. Trustee Training Course

Trustee Styracula attended two Trustee Training Courses at NSLS, Open Meetings Act on April 22 and Understanding the Basics of Library Law on May 8.

d. NSLS Board Meeting

Trustee Styracula and Trustee Sheldon attended the NSLS Board meeting at the Botanic Gardens.

Trustee Sheldon also attended the LACONI Annual Trustee Dinner on May 16, 2008, with Director Bero.

Correspondence, Communications, and Public Comments.

a. Resolution honoring Trustee Ann Merrick for her service on the library board.

President Niemi read the resolution honoring Trustee Ann Merrick for her service on the library board.

b. Presentation by Children's & Programming Department on teen programs.

Children's & Programming Associates Diane Braun and Denise Brown presented a slide show to the board on the successful teen programs here at the library.

c. Written

i. Memoranda from attorney Roger Ritzman

There were 3 memos from attorney Roger Ritzman. The board discussed pre-employment drug-testing and random drug testing.

ii. Report from Unique Management Services

iii. Letter from State Treasurer Alexi Giannoulas

Treasurer's Report

Trustee Merrick moved and Trustee Colwell seconded a motion that the bills payable for May 2008 and payrolls for April 2008 be approved for payment. The motion carried on a roll-call vote as follows.

Ayes: Styrcula, Merrick, Colwell, Sheldon, and Niemi

Absent: Jackson and Weinberg

Reports of Standing Committees

Finance – Meeting of May 15, 2008

Trustee Colwell gave an oral update.

Personnel – Meeting of May 12, 2008

President Niemi gave an oral update.

Policy – Meeting of May 5, 2008

Trustee Sheldon gave an oral update.

Building & Grounds – Meeting of May 15, 2008

Trustee Colwell gave an oral update.

Progress report on the long-range plan

a. Conducting a community survey

Director Bero will plan on presenting proposals for a community survey to the board at the June meeting. The survey will include library services in the community in addition to the building survey.

New Business

Subject: Budget for fiscal year 2008-2009: First draft.

Director Bero explained the first draft of the revenue side of the working budget for next fiscal year.

Subject: Policy work: Library Card Policy: First reading of revision

The board members discussed the pros and cons of requiring a library card for checkout and of limiting the number of items that a patron can check out without presenting his or her library card. This policy was referred back to the Policy Committee.

Public Forum

Assistant Director Reese spoke about the library card policy. She stated that since only a small number of patrons do not bring their library cards with them, we should not limit the amount of checkouts that they are allowed.

Executive Session to consider probable litigation

Trustee Sheldon moved and Trustee Colwell seconded a motion to enter into executive session to consider probable litigation and that Director Bero be invited to the session. The motion carried on a roll-call vote as follows.

Ayes: Styracula, Merrick, Colwell, Sheldon, and Niemi

Absent: Jackson and Weinberg

The board adjourned to executive session at 9:14 p.m.

Reconvene in Open Session

The board reconvened in open session at 9:29 p.m.

Executive Session to consider the performance of a specific employee
Trustee Sheldon moved and Trustee Merrick seconded a motion to enter into executive session to consider the performance of the Library Director. The motion carried on a roll-call vote as follows.

Ayes: Styracula, Merrick, Colwell, Sheldon, and Niemi

Absent: Jackson and Weinberg

The board adjourned to executive session at 9:30 p.m.

Reconvene in Open Session

The board reconvened in open session at 10:18 p.m.

Announcements

1. By the chair

a. Communications to the public

President Niemi announced that she has accepted Ann Merrick's resignation and that consequently there is now a vacancy on the library board. The board will advertise for candidates to fill the vacancy. The deadline for candidates to apply is June 13, 2008. The board will review applications at the regular meeting on June 17 and interview the finalists at a special meeting on June 23.

b. Upcoming calendar

- i. Next regular board meeting: June 17, 2008, 7:00 p.m.
- ii. Special board meeting: June 23, 2008, 6:00 p.m.
- iii. Other dates
 1. Policy Committee: May 27, 2008, 7:00 p.m.
 2. Building & Grounds Committee: June 12, 2008, 7:00 p.m.
 3. Finance Committee: June 12, 2008, 8:00 p.m.

2. By other trustees or the director

Intergovernmental Picnic: Thursday, August 21, 2008

Adjournment

Trustee Merrick moved and Trustee Sheldon seconded the motion to adjourn the regular meeting. The motion carried on a voice vote.

President Niemi adjourned the meeting at 10:28 p.m.

Respectfully submitted,

Tom Colwell
Secretary

Christine Gable
Recording Secretary