

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

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

**Regular Meeting
February 16, 2010**

Call to Order

President Niemi called the meeting to order at 7:01 p.m.

Trustees present: Colwell, Friedman, Jackson, Niemi, Sheldon, and Styracula.

Trustees absent: Weinberg.

Also present: Director Stephen Bero; Recording Secretary Mary Ann Thacker; WNPL staff members Noreen Reese, Paula Pena, and Kristin Arnold; Don McKay of Nagle Hartray Architects; Steve Bruszer of Berglund Construction; and resident Patricia Greedan.

Pledge of Allegiance

President Niemi led those present in the Pledge of Allegiance.

Approval of Consent Agenda

- a) Secretary's Report: Approval of minutes as received or corrected:
 - i. Public Meeting and Regular Meeting of January 19, 2010, as received
 - ii. Executive Session of January 19, 2010, as received, to remain closed.
 - iii. Executive Session of November 17, 2009, as corrected, to remain closed.
- b) Acceptance of Financial Statements for January 2010.
- c) Acceptance of the Director's Report for February 2010.
- d) Acceptance of the Patron Suggestions for January 2010.
- e) Approval of developer donation agreements (if any).

Trustee Sheldon requested that Items (a.i.) and (a.ii.) be removed from the consent agenda.

As there were no developer donation agreements, Trustee Colwell moved and Trustee Sheldon seconded a motion to approve Items (a.iii.), (b), (c) and (d) of the Consent Agenda. The motion carried on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, and Styracula

Nays: None

Abstain: Sheldon

Absent: Weinberg

Items Removed from the Consent Agenda

Trustee Colwell moved and Trustee Friedman seconded a motion to approve Items (a.i.) and (a.ii.) of the Consent Agenda. The motion carried on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, and Styracula

Nays: None

Abstain: Sheldon

Absent: Weinberg

President's Report

President Niemi reported that the library had received notice from the State of Illinois that we would be receiving \$1.02 per resident for the Per Capita Grant. During the past month, President Niemi attended the Building and Grounds and Finance committee meetings, as well as the Village of Gurnee Board meeting.

Reports of Other Trustees

Trustee Sheldon requested that the record reflect that the Per Capita Grant awarded by the State of Illinois to WNPLD is \$1.02 per resident for a total of \$59,456.80.

Trustee Styracula reported that she attended the NSLS Board Meeting on January 25, 2010, where it was reported that NSLS had received a payment from the State of Illinois of just over \$700,000, approximately thirty percent (30%) of what NSLS is owed by the State. NSLS is very appreciative of the 20,000+ emails sent in a blitz to Illinois legislators regarding the plight of NSLS due to non-payment by the State.

Trustee Sheldon reported that she and Director Bero attended the Legislative Breakfast sponsored by NSLS on February 15, 2009. The legislators present were reasonably honest, telling the library community that the budget situation will likely get worse before it gets better. One idea mentioned was to have Jesse White, Illinois Secretary of State, issue specialty "library" license plates with the revenue going to the library systems.

Trustee Friedman reported that he arrived late to the Legislative Breakfast.

Trustee Sheldon added that a bill has been introduced which would require registered sex offenders to notify a library two hours in advance of their visit, and check in and out at the Reference Desk. It is noted that ILA is on the record as not in favor of this bill.

Correspondence, Communications, and Public Comments

a. Written

i. Letter from Krystal Franklin acknowledging renewal of lease for K-Sweets Café

This matter has been tabled until the March 2010 Board meeting.

ii. Letter to resident Patricia Greedan in response to her testimony at the public hearing January 19, 2010.

President Niemi passed this letter to those Trustees who wished to review it, and then handed the letter to Pat Greedan.

iii. Memoranda from attorney Roger Ritzman – None.

iv. Other

- March–May 2010 Inside Angle.
- January–February 2010 at WNPL poster
- Thank you cards to the Board for the Staff Recognition Lunch.
- Thank you letter from the family of the late Scott Ewing. It was also noted that \$500 had been donated in Scott's memory, and this amount will be matched by Motorola.
- Letter from Gurnee Days Corporation requesting a nomination for the Gurnee Days 2010 Honoree. The deadline is March 27, 2010.
- Annexation notifications from the City of Waukegan. Director Bero will provide follow-up information to the Board.

b. Recognition of Visitors and Public Comments

No visitors were recognized, and no comments were made.

Treasurer's Report

Trustee Colwell moved and Trustee Friedman seconded a motion that the bills payable for February 2010 and payrolls for January 2010 be approved for payment. The motion carried on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, Sheldon, and Styrcula
Nays: None
Absent: Weinberg

Reports of Standing Committees

Policy Meeting of February 1, 2010

Trustee Sheldon provided an oral update of the committee report.

Building & Grounds Meeting of February 4, 2010

Trustee Styrcula provided an oral update of the committee report.

Finance Meeting of February 11, 2010

In the absence of Trustee Weinberg, President Niemi provided an oral update of the committee report.

Personnel – No meeting

Trustee Development – Meeting of February 8, 2010

Trustee Sheldon moved and Trustee Friedman seconded that the Trustee Development committee report be tabled until the next Board meeting in March. The motion carried on a voice vote.

Staff Recognition Luncheon – Report of Luncheon January 28, 2010

President Niemi thanked Trustee Friedman, Noreen Reese, Christine, and Mary for their help with the luncheon. Trustee Friedman stated that he enjoyed meeting some of the back-of-the-house staff.

Dissolution of ad hoc planning committee for staff recognition luncheon

President Niemi dissolved the ad hoc planning committee which had been formed to coordinate the staff recognition luncheon.

Progress Report on the long range plan

Director Bero reported that although, in the interest of time management, he was not presenting a detailed update at this time, things are moving along well with the building project and the annual fund.

New Business

a. Update on building project

Don McKay presented the Board with an update on the building project. The schematic design pricing package went to Berglund Construction today (3/16/10); the package includes an estimate for completely wrapping the brick

façade of the library. The prices are expected to be available by the March Board meeting. It is important to approve both the design and budget in March to meet the schedule September start date; however, this date will slide back until everyone is comfortable with both elements.

Mr. McKay continued with the presentation of six (6) exterior elevations, noting that the concern over the transition between roof lines had been addressed. In all of the following elevations, the windows on south wall under the canopy have been extended to the roof line with a white wall extending around the corner of the building.

#1. “All Red”: The roof and wall panels are red, blending in with the existing brick.

#2. “Blended Red”: Similar to “All Red” except wall panels are blended red and brown, closer to the color of the existing brick. Also, the portion of the overhang directly over the entrance is white.

#3. “Red Panels, White Roof”: The overhang on the south side addition remains entirely red. President Niemi asked whether the white roof on the west side of the building could possibly be red to blend better.

#4. “White Panels, Red Roof”: This is the inverse of #3, with the overhang on the south side being white instead of red.

#5. “Blended White”: The roof and panels on the south side continuing around the corner are white. The balance of west side panels mediate between the white and the existing brown brick. Trustees questioned whether a “screen wall”, e.g., fence, could be constructed to hide the existing brick building.

#6. “All White”: White roof and all panels to be white, leaving the existing brick alone. This option is more similar to the 1996 addition.

Following discussion, Mr. McKay will return with refinements of #3 and #5 at the March Board meeting.

b. Trustee Development: Presentation by Noreen Reese on the new video game collection

Assistant Director Reese gave a presentation to the Board on the new video game collection that is scheduled to be introduced to the public on March 12, 2010, to coincide with “Teen Tech Week.” She reviewed the processes involved in the decision to offer a new collection and in developing that collection prior to its being offered to the public. The initial collection will contain 250 titles for

three gaming systems (Wii, Xbox360, and PS3). Handouts to the Board included “Video Game Collection FAQs” and the “Game Ratings and Descriptor Guide.”

c. *Agreement with Innovative Interfaces, Inc., for Integrated Library System*

Director Bero brought the Board up to date on the work being done with our attorney (Roger Ritzman) on the agreement with Innovative Interfaces, Inc., for our integrated library system. Due to the time constraints involved in getting the contract signed and complete installation of the new system before the building project begins, Director Bero requested that the Board create an ad hoc committee to finalize the contract with III.

Following discussion, Trustee Colwell moved and Trustee Styracula seconded a motion to create an ad hoc committee of President Niemi, Trustee Weinberg, and Director Bero for the purpose of finalizing and unanimously approving the contract with Innovative Interfaces, Inc. The motion carried on a roll-call vote as follows:

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

Nays: None

Abstain: Jackson

Absent: Weinberg

d. *Closing the Library for Independence Day 2010*

Following discussion of the fact that Independence Day 2010 falls on Sunday this year, Trustee Sheldon moved and Trustee Jackson seconded the motion that the library be closed on Monday, July 5, 2010, in observance of Independence Day. The motion carried on a roll call vote as follows:

Ayes: Friedman, Jackson, Niemi, Sheldon, and Styracula

Nays: None

Abstain: Colwell

Absent: Weinberg

e. *Policy Work*

i. *Revised Policy 3023, Fines and Fees Policy, first reading*

Trustee Colwell moved and Trustee Friedman seconded a motion that Policy 3023, Fines and Fees Policy, be adopted as revised. The motion carried on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, Sheldon, and Styracula

Nays: None

Absent: Weinberg

ii. **New Policy 4025, Public and Community Relations Policy, first reading**

Trustee Friedman moved and Trustee Styracula seconded a motion that the revisions to Policy 4025, Public and Community Relations Policy, be referred back to the Policy Committee. The motion carried on a voice vote.

Public Forum

No one wished to address the Board.

Announcements

a. By the chair:

i. Communications to the public: None.

ii. Upcoming calendar

1. Next regular Board meeting: March 16, 2010, 7:00 p.m.

2. Next Committee meetings:

a. Finance – Thursday, March 11, 2010, 8:00 p.m.

b. Personnel – Tuesday, March 2, 2010, 7:00 p.m.

c. Policy – Monday, March 1, 2010, 7:00 p.m.

d. Building & Grounds – Thursday, March 11, 2010, 7:00 p.m.

e. Trustee Development – Monday, March 15, 2010, 7:00 p.m.

3. Other dates:

a. ILA Trustee Forum – February 27, 2010, Lisle, Illinois
Trustees Niemi and Friedman are registered for this event.
Trustees Sheldon and Jackson will inform Director Bero if they wish to attend.

b. Public informational meeting for building project – This meeting will be held some time after the March Board meeting, and will be on next month's agenda.

b. By other trustees or the director: None.

Adjournment

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

President Niemi adjourned the meeting at 9:09 p.m.

Respectfully submitted,

Nancy E. Sheldon
Secretary

Mary Ann Thacker
Recording Secretary