

This survey response is from:	Does your library board have committees?	If your board has committees, what committees are they and how often do they meet?	Does your board meet as a committee-of-the-whole in addition to its regular monthly business meeting? I'm referring to the meeting schedule followed by many municipal boards/councils, who have two meetings per month, one a committee-of-the-whole meeting,	What is the usual duration of your regular board meeting?
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Janice Sherman -	No	None	No	1-2 hours.
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Kathy Berggren - Matteson Public Library (Library Director)	Yes	Building, Grounds and Equipment; Personnel and Policies; Finance and Insurance. They meet as needed since by nature some of the months are much busier for their areas than others.	No	1.5 to 2 hours
Diane McNulty - Cary Area	Yes	Two committees, Finance and Policy. Both are Committee of the Whole.	No	60 to 90 minutes.
Jeannie Dilger - La Grange Public Library (Library Director)	Yes	Building & Grounds - roughly 2x/year as needed Development & Advocacy - as needed Finance - before levy, before budget Personnel - only when issues arise (hiring/firing director, staff complaint) Planning - monthly during strategic plan year, otherwise not at all Policy - roughly 2x/year as needed	No	1.5-2 hours
Robert Lifka - north riverside (director)	Yes	building & grounds and finance meet monthly. personnel, policy and strategic planning meet less frequently but at least quarterly. management of services has not met in over a year.	No	60 to 90 minutes
Susan Hunt - Carthage Public Library (Director)	Yes	Finance Committee meets twice a year	No	60 minutes, a few times a year it will run over that by another 15-30 minutes.

Betsy Adamowski - Wheaton Public Library (Director)	Yes	Wheaton PL has a Finance, ByLaws, and Policy Committee. The Finance Committee will meet at least twice a year and the By Laws and Policy Committee at least once a year.	No	WPL board meetings have been lasting on an average of 90 minutes.
Kathy Clair - Reddick Public Library District (Library Director)	Yes	Personnel Committee, Finance Committee, Building & Grounds, Policy (all meet as needed)	No	1-1.5 hrs
Julie Milavec - Plainfield Public Library District (Library Director)	Yes	Board Development - 2-3 times per year Finance - 3-4 times per year Personnel & Policy - 2-3 times per year (mostly Library Director Evaluation process) Building & Grounds - 1-2 times per year	No	under an hour unless something big is going on (long range planning, etc.)
Kathryn Martens - Crystal Lake (Library Director)	Yes	Automation - 1-2x/yr; Building (ad hoc) right now every month; Facilities as needed, generally 4-6 x/yr; Finance, as needed, generally 4-6 x/yr; Governance quarterly; Personnel, 2-3 x/yr; Planning/PR - monthly	No	1-2 hrs

<p>Harriett Zipfel - Galesburg Public Library (Director)</p>	<p>Yes</p>	<p>Finance, Personnel, Policy, Building and Construction. They meet as necessary. Finance once or twice a year. Personnel maybe once a year. Policy about 4 times a year. Building once a year and Construction meets often as we are working towards a new library, sometimes it has been as often as twice a month, but it has dropped off for now.</p>	<p>No</p>	<p>An hour. At my last library we had committees as a whole right before the board meeting. I really liked it. The actual board meeting didn't last very long as we discussed everything in the committees as a whole meeting.</p>
<p>Janet Van De Carr - Park Ridge Public Library (Director)</p>	<p>Yes</p>	<p>Planning &amp; Operations, Communication &amp; Development, Resources, Building &amp; Grounds - they meet monthly, but only if there is business for the committee to address Budget &amp; Finance and Personnel meet as needed</p>	<p>No</p>	<p>60 - 100 minutes. Sometimes we're done in an hour it all depends on what the board is working on and if there is a lot of discussion. Having the committees meet the week before makes the board meetings go faster.</p>

<p>Kathy Parker - Glenwood- Lynwood Library (Library Director)</p>	<p>Yes</p>	<p>Finance only and they only meet once a year to review the preliminary budget. We used to have a committee for everything (finance, building/grounds, personnel, policy) but I found over the years we met and at the board meetings the committee work would be undone and retooled. I decided my time could be better spent working on the issues and bring to the board as a committee of the whole. It works much better.</p>	<p>No</p>	<p>45-1.5 hours</p>
<p>Robert Harris - Helen M. Plum Memorial Public Library District (Director)</p>	<p>Yes</p>	<p>Community Relations--quarterly. Building &amp; Grounds--almost monthly. Audit--semi annual. Director Relations--semi annual. Strategic Planning--as needed. Policy--monthly (we are reviewing all 40 policies now.)</p>	<p>No</p>	<p>60-90 minutes. I would add that Trustees who don't attend the committee meetings second guess and rehash the committee's recommendations, which wastes everyone's time. If I had my druthers, I would eliminate committees altogether, and have two Board meetings a month (one for vote, one for discussions), a la Village and Park District practice.</p>

<p>Lee Maternowski - Elk Grove Village Public Library (Library Director)</p>	<p>Yes</p>	<p>Building &amp; Grounds; Policy; Personnel; Legal &amp; Finance; Friends; Community Relations; RAILS. All meet as needed</p>	<p>No</p>	<p>45 Minutes.</p>
<p>Sophia Anastos - River Forest Public Library (Director)</p>	<p>Yes</p>	<p>POLICY, FACILITY, FINANCE AND DEVELOPMENT. AS NEEDED.</p>	<p>No</p>	<p>60-90 Minutes.</p>
<p>Richard Ashley - Fossil Ridge Public Library District (Director)</p>	<p>Yes</p>	<p>Building and Grounds-Once per year. Finance-Three or four times per year. Policy-six or seven times per year; however, most policies had not been reviewed since 2007 and are now up to date so will meet maybe two time per year. Personnel-has not met in the four years I've been here.</p>	<p>No</p>	<p>Two hours before we changed to a consent agenda. With the consent agenda around 40 minutes.</p>

Jane Berry - Glenview Public Library (Assistant Director)	Yes	Board Committees are as follows: Budget & Finance, Building & Grounds, Bylaws & Policy, Legislative, Long Range Planning, Public Information, Technology/Automation. All committees meet as needed; however, some like Budget & Finance and Bylaws & Policy meet multiple times throughout the year.	No	2 - 3 hours
Stephen Bero - Warren- Newport Public Library (Executive Director)	Yes	Policy and Bylaws, Building and Grounds, Finance, Personnel, Art Acquisition, Servant Leadership. They meet monthly with the exception of the Personnel Committee, which meets as needed.	No	Three hours.

<p>Mary Pergander - Deerfield Public Library (Director)</p>	<p>Yes</p>	<p>Building - As needed (rare) Board Relations - Annually Finance - About four or five times a year Human Relations - Rarely Long Range Planning - Rare, then intensely, then rarely Memorials Committee (new, temporary) Monthly Policy Committee - as needed three to four times annually Service Area - Rare</p>	<p>No</p>	<p>About one and a half to two hours, once each month.</p>
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Carol Dolin -  
Sugar Grove  
Public Library  
District  
(Director)

No

Our Board has individual representatives that serve in lieu of committees. Representative titles are Budget and Finance, Building, Grounds, Bylaws, Long Range Planning, Personnel, Policy, Technology, and Special (Community Relations). Generally, the Director works with the individual representatives if something needs action in any of these functional areas to plan ways to address the issue. If the issue is something that requires Board approval before the next scheduled regular Board Meeting, the representative can request a Special Meeting or Committee of the Whole meeting. The Director can authorize expenditures of \$3,000 or less. Occasionally, getting a quorum of the Committee of the Whole has been difficult, and if the representative in charge of the function is available decisions can be stalled. That being said, we have had few problems with the structure in the two years I have been here.

No

It depends on the agenda. Typically two to three hours, sometimes a little shorter, and once or twice a little longer. We have not done much with policies, strategic planning, or community engagement.

Suzanne Bleskin - Crestwood Public Library District (Director)	No	n/a	No	one to two hours.
Richard Lee - Waukegan Public Library (Executive Director)	Yes	Finance/Audit Committee meets approx. 4 times a year Governance Committee meets approx. 8 times a year Development Committee meets approx. 4 times a year	No	2 hours
Eve Kirk - Cherry Valley Library (director)	No	Operate as "committee of the whole" UNLESS some special circumstance deserves an appointed ad hoc committee to look into something specific.	Yes	Meeting time between 1 hr. - 2 hr. depending upon the agenda
Alex Todd - Prospect Heights (Executive Director)	Yes	We have three standing committees - Building & Grounds, Personnel & Policy, and Budget & Finance. Each has two 'formal' members but all Trustees are able to attend if they wish. They meet as needed with no set schedule.	No	Between ninety minutes and two hours.
Kimber Martin - North Pike District Library (Director of Library Services)	Yes	We have two: the Personnel and Finance. The Personnel meets 2-3 times a year (we only have two staff) and Finance tries to meet every other month.	No	1-2 hours. It depends on if there is a lot going on at the library and whether anything needs to be voted on.