

**THE BOARD OF LIBRARY TRUSTEES OF THE
LINCOLNWOOD PUBLIC LIBRARY DISTRICT
LINCOLNWOOD, ILLINOIS**

Regular Board Meeting

October 22, 2009

7:30 p.m.

CALL TO ORDER

The regular meeting of the Board of Library Trustees of the Lincolnwood Public Library District was called to order by President Beard at 7:43 p.m. on October 22, 2009, in the Library's Board/Conference Room.

ROLL CALL

Trustees Present: Beard, Bartlett, Berger, Fields, Klatzco, and Martel.

Trustees Absent: Gimbel.

Staff Present: *Library Director* Jack Hurwitz; *Head of Adult Services-Assistant Director* Gail Inman, and *Head of Community Relations-Library Programs Coordinator* Julie Anne Nitz-Weiss.

Visitors Present: None.

CONSENT AGENDA

ON A MOTION BY TRUSTEE FIELDS AND SECONDED BY TRUSTEE BARTLETT, AND WITH ALL SIX TRUSTEES PRESENT VOTING "YES" WHEN THE ROLL WAS CALLED, THE ITEMS ON THE CONSENT AGENDA WERE APPROVED AS FOLLOWS:

- Approve **Minutes** of the September 17, 2009 Special Board Meeting (the Budget and Appropriation Hearing).
- Approve **Minutes** of the September 17, 2009 Regular Board meeting.
- Approve **Financial Report** for period ending 9/30/09.
- Approve **Disbursements** for the period 9/1/08 through 9/30/09 from the Bank of Lincolnwood NOW and Special COSTCO Purchase accounts.
- Receive **Reports of Standing Committees**.

LIBRARY DIRECTOR'S REPORT

Library Director Hurwitz referred the Board to his own written report and the quarterly report from *Head of Circulation Services-Payroll and Accounting Coordinator* Vandana Sehgal, which together comprise section "D" of the Board meeting packet. He indicated that all of the items covered in his report will be taken up elsewhere on the meeting agenda. He also relayed Mrs. Sehgal's apology for not being able to attend the meeting to present and respond to questions about her report in person. (She had to take the day off due to illness.) The Board reviewed and briefly discussed Ms. Sehgal's report. *Library Director* Hurwitz reminded trustees about about the Lincolnwood Chamber of Commerce's upcoming "Salute to Business" event on Friday night, November 6. He then gave the floor to *Head of Community Relations and Administrative Services* Nitz-Weiss who provided a brief report about the library's upcoming *Ethnic Fest* on November 1.

REPORT FROM THE FRIENDS OF THE LIBRARY REPRESENTATIVE

President Fields reported for the *Friends'* Board: Several members of the *Friends* have volunteered to help with the *Ethnic Fest*; the next *Friends'* next book sale will be held from December 5 through 12 in the library; the *Friends* will not be holding its White Elephant fundraiser this year; some members of the *Friends'* Board will contact the Youth Services Department about a potential project involving library Story Time participants; and Fausto Ramos Gomez of the *Friends* wants to work to improve the *Friends'* page on the library website.

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CORRESPONDENCE AND COMMUNICATIONS

None to review this month.

AUDIENCE TO VISITORS

There were no visitors at the meeting.

UNFINISHED BUSINESS

Status of Trustee Gimbel. Trustee Gimbel has been, or shortly will be, moved to “The Manor” portion of Lincolnwood Place.

Other. None.

NEW BUSINESS

Accept and Approve Library Audit for FY2008-09. As recommended by the *Finance and Facilities Committee*, and ON A MOTION BY TRUSTEE KLATZCO AND SECONDED BY TRUSTEE MARTEL, THE BOARD APPROVED THE FY2008-2009 AUDIT AS PRESENTED, WITH ALL SIX TRUSTEES PRESENT VOTING “YES” WHEN THE ROLL WAS CALLED. (Although not appended to these minutes, a copy of the Audit is available for inspection in the library upon request to the *Adult Services Desk* or the *Library Administration Office*.)

Approve Resolution Regarding Estimate of Funds Needed from FY2009-2010 Tax Levy. After brief discussion, and ON A MOTION BY TRUSTEE KLATZCO AND SECONDED BY TRUSTEE BEARD, AND WITH ALL SIX TRUSTEES PRESENT VOTING “YES” WHEN THE ROLL WAS CALLED, THE BOARD APPROVED AND ADOPTED **RESOLUTION [NO. 2009/10—2] TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR THE 2009-2010 FISCAL YEAR FROM THE TAX LEVY IN THE AMOUNT OF \$2,485,140.00.** Because this figure is only 1.93% higher than the library’s total extended tax levy for 2008, a Truth in Taxation (TITA) hearing is not needed this year. (Although not appended to these minutes, a copy of Resolution No. 2009/10—2 is available for public inspection at the library.)

Proposed Amendments to “LIMRiCC” (*Library Insurance Management and Risk Control Combination*) By-laws and Intergovernmental Agreement. As indicated in Library Director Hurwitz’s written report, the library is a member of—and obtains insurance coverage for unemployment compensation claims through—the LIMRiCC cooperative. LIMRiCC’s By-laws and Intergovernmental Agreement have been amended, and each Board of a member library is required to adopt (1) an Ordinance approving the proposed amendments, and (2) a Resolution providing for the execution of the new Intergovernmental Agreement.

After brief discussion, and ON A MOTION BY TRUSTEE MARTEL AND SECONDED BY TRUSTEE FIELDS, AND WITH ALL SIX TRUSTEES PRESENT VOTING “YES” WHEN THE ROLL WAS CALLED, THE BOARD ADOPTED AN **ORDINANCE [NO. 2009-10/3] APPROVING AMENDMENTS TO THE LIMRiCC BY-LAWS AND INTERGOVERNMENTAL AGREEMENT** AS PRESENTED.

After brief discussion, and ON A MOTION BY TRUSTEE KLATZCO AND SECONDED BY TRUSTEE MARTEL, AND WITH ALL SIX TRUSTEES PRESENT VOTING “YES” WHEN THE ROLL WAS CALLED, THE BOARD ADOPTED A **RESOLUTION [NO. 2009/10—3] PROVIDING FOR THE EXECUTION OF A NEW INTERGOVERNMENTAL AGREEMENT WITH THE LIBRARY INSURANCE MANAGEMENT RISK CONTROL COMBINATION.**

(Although not appended to these minutes, copies of Ordinance No. 2009-10/3 and Resolution No. 2009/10—3 are available for public inspection at the library.)

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Other. None.

OTHER BUSINESS

Develop Schedule for 2010 Review of *Serving Our Public: Standards for Illinois Public Libraries*. After brief discussion, the Board decided to maintain the same timetable it used during 2006, 2007, 2008, and 2009 for this review. The schedule will be as follows: **January Board Meeting—Preface through Chapter II; February Board Meeting—Chapters III and VIII; March Board Meeting—Chapter IX; June Board Meeting—Chapters IV and V; July Board Meeting—Chapter VI; and August Board Meeting—Chapters VII and X.**

BOARD ACTION CHART

The Board briefly reviewed and discussed the action chart. There were no changes.

SCHEDULE OF UPCOMING BOARD AND COMMITTEE MEETINGS

After brief discussion, and ON A MOTION BY TRUSTEE BERGER AND SECONDED BY TRUSTEE KLATZCO, THE START TIME FOR THE NOVEMBER 19, 2009 BOARD MEETING WAS CHANGED FROM 7:30 P.M. TO 8:15 P.M. TO MAKE IT POSSIBLE FOR LIBRARY TRUSTEES AND KEY STAFF TO ATTEND THE FAMILY READING NIGHT PROGRAM AT SCHOOL DISTRICT 74. (This annual event is co-sponsored by District 74, the PTA, and the Library.)

The Board decided that a decision as to whether or not to cancel the December Board meeting will be deferred to the November 19 Board meeting.

The following meetings were either confirmed or scheduled:

Finance & Facilities Committee Meeting	Monday, November 9, 2009*	7:00 p.m.
Regular Board Meeting	Thursday, November 19, 2009	8:15 p.m.

* The primary item on the agenda for this Committee meeting will be the presentation of a proposed space reconfiguration plan for the Library Administration Area by architect Michael Molinaro.

ADJOURNMENT

ON A MOTION BY TRUSTEE KLATZCO AND SECONDED BY TRUSTEE BERGER, THE MEETING WAS ADJOURNED BY UNANIMOUS CONSENT AT 8:10 P.M.



Christopher M. Martel
Secretary

APPROVED ON 11/19/09
INCLUDED IN 11/09 BOARD PACKET