

Deerfield Public Library Board of Trustees
Regular meeting minutes
December 19, 2007

1. ROLL CALL AND CALL TO ORDER

The meeting was called to order at 7:03. Present: Board members: President Ron Simon, Marla Bark Dembitz, Jeff Rivlin, Mary Courtney, Sunday Mueller, Michael Goldberg. Staff: Library Director Mary Pergander, Facility Manager George Simons.

The order of the agenda was changed to allow Mr. Simons to present the Lighting Retrofit Project information to the board early in the meeting.

2. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

None.

3. CONSENT AGENDA.

Ms. Dembitz made a motion, seconded by Ms. Courtney, to approve the consent agenda. The motion was approved.

In addition, the Board agreed with Ms. Pergander's suggestion that the Expenses by Vendor Summary report be presented quarterly rather than monthly.

4. TREASURER'S REPORT

Ms. Pergander noted the Prelist has been renamed Check Detail to better indicate what it represents. Ms. Courtney made a motion to approve checks 2857 through 2912 in the total amount \$57217.18 Seconded by Mr. Goldberg.

The motion was approved by the following vote:

Ron Simon – yes, Marla Bark Dembitz – yes, Ken Abosch – yes, Jeff Rivlin – yes, Mary Courtney – yes, Michael Goldberg – yes, Sunday Mueller – yes.

Mr. Rivlin reviewed the topics from the Finance Committee meeting, including a discussion of Florida and Illinois fund practices, and possible short term certificate of deposits to create a sum of available cash in case of State fund issues. The topic was tabled.

5. LIBRARIAN'S REPORT

The following highlights from the written report were noted: Librarian John Kelsey provided librarian services in the lobby of the Patty Turner Senior Center. The website redevelopment is beginning, led by Rebecca Wolf. The new Media department is now staffed and open. We have hired a new children's librarian – Meg Anthony. Weeding is decreasing primarily due to a shortage of carts, which should improve after the Friend's book sale. Circulation seems to be down from the previous year, statistically. We are confirming the methodology by which the counts were determined. If this is confirmed, we will explore it further.

6. VILLAGE LIAISON REPORT

None.

7. STRATEGIC PLAN DISCUSSION

There will be a meeting of the Long Range Planning committee at 5:30 on January 16, prior to the regular board meeting at 7 pm.

8. OLD BUSINESS

Personnel Manual - All grammar corrections are being made, and the final order of the sections is being established. Three policies still require additional clarification: Breaks, Sick days, and Holidays. The new manual will be launched at the Staff Meeting which takes place for a half day on January 25.

9. NEW BUSINESS

A. Recommendation for contractor for lighting retrofit project - Mr. George Simons, Facility Manager, presented a summary of the bidding process for the lighting retrofit project, along with the recommendation for the contractor. Ms. Mueller made a motion to accept the bid of the lowest qualified bidder, Energy Investments, LLC. The motion was seconded by Mr. Rivlin. The motion was approved by the following vote:

Ron Simon – yes, Marla Bark Dembitz – yes, Jeff Rivlin – yes, Mary Courtney – yes, Michael Goldberg – yes, Sunday Mueller – yes.

B. Request to bar patron for one year – Following multiple warnings and a previous temporary suspension for misuse of the Internet access privileges, management recommended he lose his privileges permanently. The patron may reapply after one year with an explanation of how he will comply in the future, and the board may, at its discretion, reinstate the privileges. This was so moved by Mr. Simon, Mr. Simon, and seconded by Ms. Courtney. The motion was approved.

C. Finance Committee recommendation regarding Hicks Grants applicants - Ms. Mueller reported there are four applicants for Hick's grants, which were reviewed by the Finance Committee. The Committee recommended funding Ms. Dolin for \$400, and Ms. Toser for a provisional amount of \$200 or up to 75% of the cost of a class, whichever is lower, pending satisfactory resolution of the remaining issues including schedule conflicts and how the course will apply to the library. If these cannot be sufficiently addressed by January 21, she will be encouraged to reapply in the future. The full Board approved the recommendation of the Finance Committee.

D. Requested change in reciprocal borrowing privileges – Ms. Dembitz moved that the reciprocal borrowing privileges be changed to allow reciprocal borrowers the same privileges to check out electronic games and DVDs as Deerfield card holders: Two games and up to six DVDs. Seconded by Ms. Courtney. The motion was approved by the following vote:

Ron Simon – yes, Marla Bark Dembitz – yes, Jeff Rivlin – yes, Mary Courtney – yes, Michael Goldberg – yes, Sunday Mueller – yes.

Mr. Simon also noted the recent blog by local newspaper editor, Arnie Grahl, speculating about the library board's plans regarding the library building. Mr. Simon wrote a response and shared it with board members, who encouraged him to submit it to Mr. Grahl. The response expressed appreciation for Mr. Grahl's interest and updates him on the board's long range planning and building-related activities to revitalize the library building.

Ms. Dembitz made the motion to adjourn, seconded by Ms. Mueller. The motion was approved. The meeting adjourned at 8:45 pm.