

ATTACHMENT A

MINUTES  
ELMHURST PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Tuesday, December 16, 2008  
7:30 p.m., Meeting Room 1

President Rose Walsh called the December 16, 2008 meeting of the Board of Trustees to order at 7:30 p.m. in Meeting Room 1.

Board members in attendance included Marsha Baker, David Dyer, Philip Hupfer, Susan Sadowski, Frank Vanek, and Linda Wheaton. William Ryan was absent. Also in attendance were Library Director Marilyn Boria, Assistant Director Sarah Caltvedt and Public Information Coordinator Cheryl Moore.

There were no comments from visitors.

The first order of business was approval of the Consent Agenda. David Dyer moved:

THEREFORE BE IT RESOLVED:

That the minutes of the November 18, 2008 Regular Meeting be approved as presented.

That the Elmhurst Public Library Board of Trustees approves release of the Minutes of the Executive Session of August 21, 2007 as presented.

That administrative staff is authorized to enter into a contract with AT&T for a fiber Internet connection. In addition, staff are authorized to purchase a modem for the fiber connection at a cost of approximately \$2,000.

That the Concessionaire Agreement between the Elmhurst Public Library and St. Roger Abbey French Patisserie dated 29 November 2008 is amended to maintain the monthly concession fee of \$2,100 per month from December 1, 2008 – November 30, 2009.

Susan Sadowski seconded the motion. The motion passed.

The next order of business was Approval of the December 16, 2008 Accounts Payable. David Dyer moved:

THEREFORE BE IT RESOLVED:

That the December 16, 2008 check register be approved for payment.

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Phil Hupfer seconded the motion. Director Boria explained several items on the check register. The motion carried.

Director Boria presented the Financial Reports. Following up on a question posed at the Committee of the Whole meeting, she reported that the bank fees on the fund statement were a monthly fee for checking and a quarterly fee for the investment account. There was a brief discussion of the status of the Library Employee Appreciation Fund.

In her Director's Report, Ms Boria responded to another question from the Committee of the Whole meeting regarding circulation at the Chicago Public Library. In a conversation with the CPL Deputy Director, she had learned that circulation had increased by 1.6 million, or 22%, in the first 10 months of the year, part of which was attributable to the addition of patron placed holds and online renewals. Finally, in response to a previous question regarding the cessation of PC Magazine as a print publication, she reported that the Library had received a refund on the print subscription but continues to have online access to the current, full text of the magazine through the EBSCO Masterful Premier database. Ms. Boria reported on several developments involving the City of Elmhurst: The Council passed the Library's levy but decided against any tax increase for the City; there will be significant City budget cuts; and City staff has been asked to investigate the cost of implementing an early retirement incentive. All of these issues could have ramifications for the Library.

President Walsh read a letter from the United Community Concerns Association thanking the Library for hosting a food drive in November.

There was no Unfinished Business.

The first item of New Business was Approval of Revisions to the Materials Selection Policy. Frank Vanek moved:

**THEREFORE BE IT RESOLVED:**

That the Materials Selection Policy is approved as revised.

David Dyer seconded the motion. The motion carried.

The next item of New Business was Authorization for a Trivia Night co-hosted with the Friends of the Library. Phil Hupfer moved:

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THEREFORE BE IT RESOLVED:

That Administrative Staff are authorized to work with the Friends of the Library and the Library Board to sponsor a Trivia Night at the Library on Saturday, February 28<sup>th</sup> from 7:30 – 10:00 p.m. With the permission of the Liquor Commissioner, participants shall be allowed to bring beer and wine for this event.

Marsha Baker seconded the motion. David Dyer inquired which entity would apply for the liquor license and expressed concern that another group would ask to hold a similar event. Ms. Boria stated that it was only necessary to get permission from the liquor commissioner; a license would not be required. She also pointed out that this would be a joint program of the Library and the Friends. Any other group would not be in that position and would not be allowed under library policy to hold a social event in the building.

The motion carried.

The next item of New Business was Approval of a Resolution of Appreciation to the Elmhurst Garden Club. Susan Sadowski moved:

Whereas, members of the Elmhurst Garden Club have continued their tradition of decorating the Library for the holiday season for the 56th year with creative and festive wreaths, a large sleigh, and Christmas tree decorations throughout the building; and

Whereas, the members of the Club have designed an evocative arrangement of photos depicting “Elmhurst For the Holidays” in the lobby, as well as a winter village display including holiday bells and decorative jewelry on the second floor; and

Whereas, the Elmhurst Garden Club created a festive atmosphere in the library to convey the joy of the holiday season; and

Whereas, members of the Elmhurst Garden Club generously and consistently have given of their time and talent in service to the Elmhurst community through their creative, charitable and educational projects year round;

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THEREFORE, BE IT HEREBY RESOLVED,

That the Board of Trustees of the Elmhurst Public Library offers its sincerest gratitude and commendation to the Elmhurst Garden Club on behalf of the Library's patrons and staff and all the citizens of Elmhurst.

Adopted: December 2008

Frank Vanek seconded the motion. The motion carried.

The next item of New Business was Approval of a Resolution of Appreciation for Library Staff.  
Linda Wheaton moved:

*To the Staff:*

*Thank you for your contributions to the Elmhurst Public Library this past year.*

*Your dedication and commitment are reflected in outstanding ratings the library achieved in the HAPLR Index and the 2008 Elmhurst Citizen Satisfaction Survey. We are looking forward to a bright future based on the Strategic Plan that you developed in a year-long effort..*

*We wish you and your families a happy and peaceful Holiday Season.*

David Dyer seconded the motion. The motion carried.

There being no additional New Business, the meeting was adjourned at 8:32 p.m.

Linda Wheaton, Secretary