

ATTACHMENT A

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, August 16, 2011
7:30 p.m., Kossmann Room**

President Susan Sadowski called the August 16, 2011 meeting of the Board of Trustees to order at 7:30 p.m. in the Kossmann Room.

Board members in attendance included Marsha Baker, John Morrissey, Rose Walsh and Linda Wheaton. Ingrid Becton, Philip Hupfer, Bill Ryan and Jan Vanek were absent. Also in attendance were Library Director Mary Beth Campe, Assistant Director Sarah Caltvedt, and Public Information Coordinator Cheryl Moore.

There were no comments from visitors.

The next order of business was approval of the Consent Agenda. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the July 19, 2011 Regular Meeting be approved as presented.

That the Minutes of the July 19, 2011 Annual Meeting be approved as presented.

Linda Wheaton seconded the motion. The Consent Agenda was approved as presented.

The next order of business was approval of the August 16, 2011 Accounts Payable. Linda Wheaton moved:

THEREFORE BE IT RESOLVED:

That the August 16, 2011 check register be approved for payment.

Rose Walsh seconded the motion. Director Campe answered several questions about the check register and announced that Sara Paretsky would be the 2012 Elmhurst READS speaker. The motion carried.

Director Campe presented the Financial Reports. President Sadowski commented on the \$20,000 in donations that were received in July. Ms. Campe explained that this represented a contribution from the Friends of the Library and the second annual payment for the Kossmann Room dedication. There were no other questions.

In her Director's Report, Ms. Campe stated that she was happy to be at Elmhurst and had found the staff to be very welcoming. She had already attended many meetings and spent time getting to know the community. The City Finance Director, Marilyn Gaston, and the Library's

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attorney, Harlan Spiroff, had also met with her. She stated that her first major project would be replacement of the obsolete RFID system, which is urgent because it is becoming hard to obtain necessary supplies for this mission critical function. Since she had just completed a similar project, she expressed confidence that it would not be difficult and said she would bring information for discussion to the September Committee of the Whole meeting. President Sadowski inquired how long the project would take, and Ms. Campe responded that her previous library had accomplished the conversion in four months after the bid was awarded. Elmhurst staff have already done a preliminary study of available products and anticipate that the new system will improve customer service. Reviewing the departmental reports, Director Campe distributed a report on Kids' Summer Reading registration and announced that 1300 adults, 95 teens and 4944 kids had participated in Summer Reading this year. There was discussion of the significantly higher registrations for Conrad Fischer School, and Ms. Campe noted that Judy Ekblad had essentially taken Summer Reading to the school by providing books and materials. Trustee Morrissey stated that this was wonderful, and Ms. Ekblad should be commended. Finally Ms. Campe asked if the Trustees would consider receiving their Board packets online instead of having them printed out and delivered to their homes by library staff. There was general consensus that this should be tried, although the Trustees requested that print copies be available at meetings.

In her President's report, Ms. Sadowski stated that it was exciting to have Director Campe at the Library, and she reminded the Trustees of the League of Women Voters reception to welcome new Elmhurst civic executives on September 1. Since this reception will serve to introduce Director Campe to leaders of community organizations, there will be a reception for the public to meet Ms. Campe in the lobby of the Library on September 14 from 4 – 6 p.m.

There was no Unfinished Business.

Under New Business, Trustee Morrissey asked whether the Board would meet in Executive Session to develop goals and objectives for Director Campe's first year. Ms. Campe noted that such a meeting would have to be in open session, and suggested that this be discussed at a Committee of the Whole meeting. President Sadowski noted that it had not been the Board's practice to record specific goals for the Director, and Trustee Wheaton noted that completing the RFID project would be a major known goal. Additionally Trustee Morrissey suggested that the Library consider having a third party sell shirts or supplies to the public. Trustee Baker asked what the purpose of this would be, and Mr. Morrissey responded that it would generate some revenue. Ms. Walsh and Ms. Baker expressed philosophical concerns with product sales in the library. Mr. Morrissey referenced what he had read about the new Fountaindale Library and said that he would like to look into what they are doing to support business services.

There being no New Business, the meeting was adjourned at 8:07 p.m.

Marsha Baker, Secretary