

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
DOWNERS GROVE PUBLIC LIBRARY
January 24, 2007**

MINUTES

ROLL CALL

President Daniels called the meeting to order in the Library Meeting Room at 7:36 p.m. Trustees present: DiCola, Greene, Humphreys, Vlcek, Daniels. Trustees absent: Read. Also present: Assistant Director Carlson. Visitors: none.

APPROVAL OF MINUTES

The Board reviewed the minutes of the regular meeting of January 10, 2007. It was moved by Vlcek and seconded by Greene **THAT THE MINUTES OF THE REGULAR MEETING OF JANUARY 10, 2007 BE APPROVED AS WRITTEN.** Ayes: DiCola, Greene, Vlcek, Daniels. Abstain: Humphreys. Nays: none. Motion carried.

Trustee Read arrived at 7:39 p.m.

PAYMENT OF INVOICES

The Board reviewed the list of invoices submitted for payment. It was moved by Greene and seconded by Humphreys **TO APPROVE PAYMENT OF OPERATING INVOICES FOR DECEMBER 31, 2006 TOTALING \$6,425.02 and for JANUARY 24, 2007 TOTALING \$21,759.19.** Ayes: DiCola, Greene, Humphreys, Read, Vlcek, Daniels. Abstain: none. Nays: none. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

None.

OLD BUSINESS

None.

NEW BUSINESS

None.

REPORT FROM THE ADMINISTRATION

At the annual library staff in-service day on January 19, Sarah Gibson of Accent Business Communication presented an interactive workshop on "Leveraging Generational Differences in the Work Place" which was well-received by staff. The purpose of the presentation was to understand generational differences in order to improve communication with and service to library patrons of various generations, and to improve leadership and teamwork among library staff members of various generations.

Christine Ricker, a College of DuPage student in the LTA (Library Technical Assistant) program, will be interning in all library departments over the next 14 weeks.

TRUSTEES REQUEST FOR INFORMATION AND ANNOUNCEMENTS

Trustee Read announced that MLS (Metropolitan Library System) produced its first electronic newsletter which was sent by email earlier that day.

Trustee Read also mentioned a difficulty he had experienced using a USB Memory Stick (or "jump drive") on the library computers, which would not recognize the device. While Ted Waltmire and the staff had most graciously attempted to resolve the difficulty, there may be a need for the Library to consider further the need of other patrons to use such devices as a replacement for vanishing floppy disk technology. The issue may involve recognition of such devices without putting the library computers in jeopardy.

President Daniels reported that he has agreed to participate in a forum on prayer in public schools at the First United Methodist Church, Downers Grove, on February 4, 2007.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 7:54 p.m.

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
DOWNERS GROVE PUBLIC LIBRARY
February 14, 2007**

MINUTES

ROLL CALL

President Daniels called the meeting to order in the Library Meeting Room at 7:35 p.m. Trustees present: Greene, Humphreys, Read, Vlcek, Daniels. Trustees absent: DiCola. Also present: Director Bowen, Assistant Director Carlson. Visitors: Resident John Mochel.

APPROVAL OF MINUTES

The Board reviewed the minutes of the regular meeting of January 24, 2007. It was moved by Humphreys and seconded by Greene **THAT THE MINUTES OF THE REGULAR MEETING OF JANUARY 24, 2007 BE APPROVED AS WRITTEN.** Ayes: Greene, Humphreys, Read, Vlcek, Daniels. Abstain: none. Nays: none. Motion carried.

Trustee DiCola arrived at 7:42 p.m.

PAYMENT OF INVOICES

The Board reviewed the list of invoices submitted for payment. It was moved by Humphreys and seconded by Read **TO APPROVE PAYMENT OF OPERATING INVOICES FOR FEBRUARY 14, 2007 TOTALING \$51,633.99 AND JOURNAL ENTRIES TOTALING \$1900.00 AND ACKNOWLEDGE PAYROLLS FOR JANUARY TOTALING \$141,336.50.** Ayes: DiCola, Greene, Humphreys, Read, Vlcek, Daniels. Abstain: none. Nays: none. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

None.

OLD BUSINESS

None.

NEW BUSINESS

- Revision of the Collection Development Policy

The Literature Department has had an increasing number of requests that they purchase books “published” by local authors. These are novels that are self-published, formally printed for a fee by vanity presses, now offered by the digital age version of vanity press -- print-on-demand publishers such as PublishAmerica.

While none of the current Collection Development Policy’s stated criteria, except perhaps Public Demand, would cause staff to purchase this sort of material, the policy does not explicitly state that the Library will not purchase them. When the budding author or his or her mother comes in

requesting that we purchase their book, they want to see something in writing that says the Library does not have to buy it.

The statement proposed offers some latitude to add such titles to the collection if staff believe that there will be an interest. Memoirs by local residents have been added in the past, for example. However, when staff have added such self-published fiction, their experience has been that the book circulates once or twice, and then sits on the shelf until it is discarded. Adding the statement to the policy will help staff deal with this difficult situation.

The Board reviewed the revised statement regarding self-published materials in the Collection Development Policy, and amended it to make the statement stronger: "The Library does not purchase materials that are self-published or that are published by print-on-demand publishers, unless the materials meet one or more of the selection criteria or have received positive reviews in the standard review media."

It was moved by Humphreys and seconded by Vlcek **TO APPROVE AS AMENDED THE REVISED COLLECTION DEVELOPMENT POLICY.** Ayes: DiCola, Greene, Humphreys, Read, Vlcek, Daniels. Abstain: none. Nays: none. Motion carried.

REPORT FROM THE ADMINISTRATION

The Board packet contained financial reports for the truncated 2006 fiscal year. The budget projected that in 2006 the Library would collect revenue of \$3,491,737, and the Library actually collected \$3,515,376.66. The goal for the eight-month fiscal year was to spend not more than 66% of the annual budget, and the Library actually spent 64.6%, so a little more was collected than expected, and a little less was spent. The Library budget is in good shape for the transition to the calendar fiscal year.

As reported to the Board via email, the Curtiss Street entrance is closed until the Walter Gordinier aerial sculpture (copper cone) is removed due to glass falling from the sculpture on Saturday afternoon, February 11. A patron reported hearing and seeing the glass fall to a staff member, and thankfully no one was hurt. The sculpture will be removed by art mover and installer Terry Dowd Inc. for repair on Thursday, February 15. Carlson is working with art consultant Monica Hork and the artist in Oregon to make sure the pieces of the sculpture are secured mechanically as well as with silicone adhesive. The cables and glass in other aerial sculptures in the entrance will be checked when the copper cone is removed.

TRUSTEES REQUEST FOR INFORMATION AND ANNOUNCEMENTS

Although unable to attend himself this year, Trustee Read recommended that one or more Trustees attend the ILA (Illinois Library Association) Trustee Forum not only for the content covered, but for especially for the opportunity to meet and rub elbows with Trustees from other libraries. Trustee Greene had already registered to attend.

Trustee Vlcek asked if the Board was interested in having a retreat every 2-3 years. President Daniels suggested that a retreat will be more successful if it is tied to a process such as a Village TCD or to work on the Library's strategic plan. Indian Prairie Library has used a consultant to facilitate such a retreat for Board members and staff.

Trustee Humphreys reminded the Board that his term will expire next year, and asked for private input from Board members if they would like him to continue on the Board.

Trustee Humphreys read an article from *Naperville Sun* (Feb. 1, 2007) honoring Trustee Read for his more than 5,000 hours of volunteer service to nonprofit and governmental organizations at the Executive Service Corps of Chicago (ESC) annual celebration of service event at the Union League Club of Chicago.

OPPORTUNITY FOR PUBLIC COMMENT

Resident John Mochel has been working with the Downers Grove Historical Museum to identify and date historical photos of Downers Grove for the Village's 175th anniversary. The Board enjoyed seeing a number of scanned copies of photos which Mochel passed around after the meeting was adjourned.

ADJOURNMENT

The meeting was adjourned at 8:20 p.m.

**VILLAGE OF DOWNERS GROVE
ZONING BOARD OF APPEALS MINUTES
JANUARY 24, 2007**

Call to Order

Chairman White called the meeting to order at 7:35 PM.

Roll call

**Present: Mr. Baker, Mr. Benes, Mr. Domijan, Mr. Lukas, Ms. Majauskas,
Mr. Weltler, Ch. White**

Absent: None

A quorum was established.

Minutes

Chairman White asked if anyone had any question or comments in regard to minutes from the November 29, 2006 and December 13, 2006 meeting.

Following no comment, Mr. Lukas moved to approve the minutes of the November 29, 2006 and December 13, 2006 meeting as presented. Mr. Baker seconded.

November 29, 2006 Minutes

Yeas: Mr. Baker, Mr. Benes, Mr. Lukas, Ms. Majauskas, Mr. Weltler, Ch. White

Nays: None

Abstain: Mr. Domijan,

Motion carried 6:0:1

December 13, 2006 Minutes

Yeas: Mr. Benes, Mr. Lukas, Ms. Majauskas, Mr. Weltler, Ch. White

Nays: None

Abstain: Mr. Baker, Mr. Domijan,

Motion carried 5:0:2

Meeting Procedures

Chairman White reviewed the Agenda item. He said the Board has the authority to either grant or deny variation petitions, and the Board’s decision is final. He then explained the procedures to be followed during the meeting and called upon anyone intending to speak to rise and be sworn in.



File No. ZBA-01-07 A petition seeking a side yard setback variation for an addition to a manufacturing building for property located on the South side of Curtiss Street, approximately 290 feet East of Katrine Avenue, commonly known as 2537 Curtiss Street, Downers Grove, IL (PIN 08-12-302-006); Industrial Kinetics, Inc. Petitioner; MT & GII, LLC, Owner

Mr. George Huber, owner and petitioner for Industrial Kinetics, spoke of his wishes to add a high-bay building addition to the rear of the existing building at 2537 Curtiss Street. A high-bay structure is necessary because the assemblies his company builds are 25 to 30 feet tall.

The variation is needed because a crane will be used in the existing building and within the addition. The crane must be in a straight line and thus the addition must line up with the existing building. Mr. Huber stated you would not be able to see the addition from the street and it will look much like the existing building which his company is improving.

Mr. Benes asked Mr. Huber about the addition and the cranes within the building. Mr. Huber commented that the addition will be one-bay in width and 42’ in length. There will be crane’s running in two directions, north-south and east-west. Mr. Benes asked why they were constructing in the back of the building. Mr. Huber stated that the building is a superfund site and that they are constructing in the back of the building so they do not disturb the existing building. The addition on the rear of the building will include one truck dock. Industrial Kinetics will use the

majority of the existing building, but will rent the western third of the existing building to an undetermined tenant.

Staff's Presentation

Mr. Damir Latinovic, Planner for the Village, presented the staff report. He described the location of the property in the M-1 Light Manufacturing District and the existing vacant manufacturing building on site. Mr. Latinovic stated that the existing 18 foot high building with a 10 foot side yard setback is in compliance with the Zoning Ordinance. He noted the Zoning Ordinance requires all buildings in M-1 Light Manufacturing District have a 10 foot side yard setback, plus one additional foot for each 2 feet in height over 20 feet, with maximum building height of 35 feet. The petitioner is requesting a side yard setback variation to allow for a 32 foot high building addition be constructed 10 feet from the side property line, in-line with the existing building, instead of 16 feet as required by the Zoning Ordinance.

Mr. Latinovic stated that the location of the existing building presents a unique circumstance and physical hardship on this site. Requiring the owner to off-set the proposed addition 6 feet from the east wall of the existing building will create an inefficient floor plan for the end user. The petitioner, a manufacturer of material handling equipment, intends to construct a manufacturing crane along the east wall of the existing build which needs to extend into the proposed addition. Mr. Latinovic stated that constructing the proposed addition in-line with the existing east wall will enable the petitioner to better utilize the floor area of the existing building minimizing safety risks and structural problems.

Mr. Latinovic stated that the proposed addition will comply with all other requirements of the Zoning Ordinance, including the FAR, open space and parking regulations. He also stated the closest building on an adjacent property is approximately 130 feet from the proposed addition.

Mr. Latinovic stated that the variation would not alter the character of the neighborhood, as the addition is located in the property's rear yard, and that this variation would not be applicable to other properties in the area due to location of the existing building on this site. He stated the proposed addition will not impair an adequate supply of light and air to adjacent properties, endanger the public safety, nor diminish or impair property values within the area. Staff recommended approval of the petition with the conditions as noted in the staff report.

Chairman White noted that the request is for a 10' setback instead of 16' and that the variation percent in the staff report should state 37.5% not the 60% as noted.

Mr. Baker asked about the eight parking spaces that were to be moved and where they would need to move to. Mr. Latinovic noted the most recently submitted drawings show an interior loading dock and the parking spaces would likely not need to be relocated. Mr. Latinovic stated this will be evaluated during the Building Permit process but the proposal will meet the Village requirement for 93 on-site parking spaces. Mr. Baker stated that condition 3A would not be necessary based on this evidence and that the parking depends on the proposal. Chairman White noted one condition is that the plans may be changed to conform to Village codes, ordinances, and policies; therefore no other variations are needed.

Mr. Domijan spoke of the recommendation and inquired if the petitioner would have to make up for lost ADA spaces. He asked what the requirements of this use were for accessible spaces. Mr. Latinovic noted the Village follows the Illinois Accessibility standards and the ADA space requirements are based on a ratio from the total number of parking spaces provided. This requirement will be met during the Building Permit review process.

Ms. Majauskas asked about the superfund site and what regulations and requirements there would be on the addition. Mr. Huber responded that he has been in contact with the Illinois Environmental Protection Agency (ILEPA) and that he is responsible to cooperate with the ILEPA. Mr. Huber noted that the superfund site is actually underneath the building and that he can add onto the building as long as they do not exacerbate the existing condition. The ILEPA has tested the ground underneath the proposed addition location and found no problems with the area.

Ms. Majauskas asked what type of chemical or substance was under the building. Mr. Huber stated it was a typical degreaser and that traces of the chemicals have been found underneath 2537 Curtiss Street. The ILEPA does not require clean-up of these traces, only monitoring. The neighboring property has more significant traces on their property but the ILEPA is only requiring monitoring and not clean-up. Mr. Huber stated that they are staying clear of disturbing the trace amounts of chemicals.

Chairman White called on anyone who wished to speak either in favor of or in opposition to the petition.

There being no further questions or comments, Chairman White closed the public portion of the meeting.

Board's Deliberation

Mr. Benes stated it was a good addition to the neighborhood. He stated the project would have no effect on neighbors or their buildings. He believed that the property has undeveloped land to the south that could be used to provide for additional parking if it becomes an issue. He was in favor of the petition.

Mr. Benes moved in case ZBA-01-07 the Zoning Board of Appeals grant the petition with conditions and plans attached to the staff report dated January 24, 2006. Mr. Baker seconded.

AYES: Mr. Baker, Mr. Benes, Mr. Domijan, Mr. Lukas, Ms. Majauskas, Mr. Weltler, Ch. White

NAYS: None

The Motion carried.

FILE NO. ZBA-02-07 A petition seeking a front yard setback variation for a porch for property located on the North side of Randall Street, approximately 120 feet West of Washington Street, commonly known as 914 Randall Street, Downers Grove, IL (PIN 09-08-314-030); Dorin Ianchici, Owner/Petitioner

Mr. Dorin Ianchici, property owner, stated that he is requesting a front yard setback variation to cover his front door. He noted that the building was built in 1902 and does not meet current setback requirements. He stated that his front door is exposed to the rain, water, and ice because there is no cover. Mr. Ianchici stated he is building an addition to the rear of his property and wants to add a cover the front porch at the same time.

Mr. Benes asked the petitioner if his request was only for a stoop and front door or if the request was for an entire front porch like his neighbor. Mr. Ianchici clarified that it was only for the stoop and front porch, approximately 18 square feet. The porch would have only two columns and no handrails because it is so small.

Staff's Presentation

Mr. Stan Popovich, Planner for the Village, presented the staff's report. He noted the location and zoning district for the petition. He described the requested variation and noted that if the existing building were constructed so that it met the setback requirements this variance would not be necessary. Mr. Popovich noted that Section 28.1309 allows front porches to encroach five feet into the required front yard, creating a front porch setback of 20'. Additionally, Section 28.1000 allows steps not more than four feet above grade for the purpose of access to be in the required front yard. If the porch wasn't covered, it could have been constructed as designed.

Mr. Popovich noted that the building was constructed in 1902, a significant amount of time before zoning and setback requirements were established. Mr. Popovich noted that staff believes the physical hardship is the location of the existing house and that the petitioner did not create this hardship.

Mr. Popovich stated that the variation would not alter the character of the neighborhood and that the required variation would not be applicable to other properties because of the unique circumstance and physical hardship. He noted that the variation would not confer any special privileges to the property owner because other homeowners are allowed to have covered front porches as previously noted. Staff recommended approval of this petition with the conditions as noted in the staff report.

Mr. Domijan inquired whether the structure would be considered legal non-conforming. Mr. Popovich and Mr. Latinovic responded to the question and noted that the porch would be legal because of the variance but that the house would still be considered legal non-conforming. Mr. Domijan noted he was in favor of the petition.

Chairman White called on anyone who wished to speak either in favor of or in opposition to the petition.

There being no further questions or comments, Chairman White closed the public portion of the meeting.

Board's Deliberation

Mr. Benes stated he was in favor of the petition and that the addition makes a nice south elevation.

Mr. Domijan moved in case ZBA-02-07 the Zoning Board of Appeals grant the petition with conditions and plans attached to the staff report dated January 24, 2007. Mr. Baker seconded.

AYES: Mr. Baker, Mr. Benes, Mr. Domijan, Mr. Lukas, Ms. Majauskas, Mr. Weltler, Ch. White

NAYS: None

The Motion carried.

Chairman White asked about the schedule and petitions for the next meeting. Staff had not yet received any submittals but that the deadline is January 29, 2007.

There being no further discussion, Chairman White adjourned the meeting at 8:05 PM.