

**DOWNERS GROVE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MONTHLY MEETING  
JUNE 22, 2016, 7:30 P.M.  
LIBRARY MEETING ROOM**

**MINUTES**

1. **Call to order.** President Wendee Greene called the meeting to order at 7:30 p.m.
2. **Roll call.** Members present: Trustee Ed Earl, Trustee Susan Eblen, Trustee David Humphreys, Trustee Art Jaros, Trustee Thomas Read, President Wendee Greene.  
  
Also present: Interim Co-Director Sue O'Brien, Interim Co-Director Bonnie Reid, Public Relations Manager Melissa Doornbos, Friends of the Library President Joann Hansen, and Ed Pawlak.
3. **Welcome to visitors.** President Greene welcomed visitors and thanked them for their interest in the work of the Library.
4. **Approval of Minutes.**
  - a. Approval of Minutes, Regular Monthly Meeting, May 25, 2016. It was moved by Read and seconded by Humphreys THAT the Minutes of the May 25, 2016 Monthly Meeting be approved as drafted. Roll call: Ayes: Eblen, Jaros, Read, Greene. Nays: none. Abstentions: Humphreys, Earl.
5. **Financial Matters.**
  - a. May Financial Report. Reid/O'Brien presented the report and responded to questions.
  - b. June Invoices. It was moved by Read and seconded by Eblen THAT operating invoices totaling \$159,759.39 and credit memos totaling \$81.14 be approved, and that May 2016 payrolls totaling \$210,490.52 be recognized. Roll call: Ayes: Earl, Eblen, Humphreys, Jaros, Read, Greene. Nays: none. Abstentions: none.
6. **Public Comment on Agenda Items.** President Greene invited comments. There were none.
7. **Public Comment on Other Library Business.** President Greene invited comments. Ed Pawlak suggested that the library staff use statistics to create a two-year plan as a basis for planning expenditures for future budgets.
8. **New Business**
  - a. Proposed Action on Illinois Non-Resident Library Card Program. It was moved by Jaros and seconded by Eblen THAT the Downers Grove Public Library participate in the Illinois Non-Resident Library Card Program using the General Mathematical Formula to determine the cost which will be \$271.00 per household per year,

beginning August 1, 2016. Ayes: Earl, Eblen, Humphreys, Jaros, Read, Greene.  
Nays: none. Abstentions: none.

- b. Proposed increase in daily fine for high value, high demand items. It was moved by Jaros and seconded by Earl THAT the daily fine for high value, high demand items be changed to \$5.00 per day. Ayes: Earl, Eblen, Humphreys, Jaros, Read, Greene. Nays: none. Abstentions: none.

9. **Report of the Interim Co-Directors** (attached). O'Brien/Reid presented the report.

10. **Trustee comments and requests for information.**

Doornbos will email a schedule of offsite library events to board members.

Earl asked for calendar invitations to be sent to interested board members. O'Brien will do so.

Humphreys spoke of the 7<sup>th</sup> annual Rotary Grove Fest. If a board member volunteers at the festival, a donation could be made to the Library Foundation.

Jaros asked how certain statistics were calculated, and Reid explained the calculation method.

Humphreys will not be at the July meeting.

11. **Adjournment.** President Greene adjourned the meeting at 8:03 p.m.

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**AGENDA ITEM 9  
REPORT OF THE INTERIM CO-DIRECTORS**

- a. Outreach Events Scheduled for the Summer. Library staff from all departments will be attending numerous outreach events this summer. Once each month, library staff will be at the Farmers Market, in the lobby of the Tivoli Theater at the Wednesday Morning Movie Series, in front of the Curtiss Street entrance during the Friday evening Car Show, and at the Tuesday night DG Park District Concert series. A staff member will also be present at State Rep Ron Sandack's Annual Senior Fair on June 21. Depending on the event, staff may sign patrons up for library cards and/or check out items using the new SWAN Mobile Circ app loaded on an iPad, hand out free books and small giveaways, and (at the Farmers Market) perform story time. These outreach events are great publicity for the library and allows patrons to see library staff outside the library and in the community.
- b. Update on Summer Reading Clubs. The summer reading clubs started on May 22 and are in full swing. Children's staff visited 221 classrooms this year to promote the summer reading club; Teen staff handed out materials at the middle schools and high schools. Patrons in all clubs have already started winning prizes, such as Tivoli/Ogden 6 ticket (all clubs), Peets (teens), and Every Day's a Sundae (childrens). There will be other prizes for each group as the summer progresses. We hope to break last year's figures in the Children's Department of 50,230 books read and 4,116 books read by adults.
- c. Girls Who Code Graduation. Girls Who Code ended on June 8 with a graduation ceremony, including a certificate for each girl and a presentation on the website created by each group of girls. It was a wonderful night for the students and their families. DGPL staffer Debra Wischmeyer oversaw the program and provided inspiring leadership. It was clear from the evening how much the students adored Debra. They even provided a cake with her picture on it for the graduation! She and others are currently working on next year's Girls Who Code, which will be a joint project with District 58 and allow us to run one session for 6<sup>th</sup>-8<sup>th</sup> graders at O'Neill Middle School and one session for 9<sup>th</sup>-12<sup>th</sup> graders in the Library's Training Room.
- d. Customers Service Meetings with Staff. Bonnie and Sue are meeting with department staff in June to once again discuss the Customer Service Policy. It is now one year since we began the process of defining our vision of customer service and the expectations we have for interactions with patrons. We will be having eight different staff meetings to answer any questions and talk about how we can do an even better job at customer service in the future.
- e. Recent Media Coverage. Attached.

## Downers Grove library names Julie Milavec new director

SUBURBAN LIFE MEDIA

**DOWNERS GROVE** – The Downers Grove Public Library has chosen its new director to succeed Rick Ashton, who stepped down this spring.

Longtime Plainfield Public Library Director Julie Milavec will assume the director role at the Downers Grove Public Library on Aug. 1. Her last day at the Plainfield library is July 15.

“I served the Plainfield community, alongside many of you, for more than 15 years,” Milavec said in an email forwarded to Shaw Media. “It’s been both challenging and rewarding, but the time has come for a change. I look forward to



**Julie  
Milavec**

beginning a new chapter in my career.”

Sue O’Brien and Bonnie Reid will continue to serve as interim co-directors of the Downers Grove Public Library until July 31.

The Downers Grove Library Board of Trustees “identified more than 30 qualified applicants for the position, with the help of Bradbury Associates, an executive search firm headquartered in Kansas City,” according to a Downers Grove Library news release.

“We are confident that her experience, energy and passion for community engagement will usher in yet another era of excellence and excitement for the library patrons and staff, and for all the residents of Downers Grove,” Downers Grove Library Board President Wendee Greene said in the news release.