

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
DOWNERS GROVE PUBLIC LIBRARY
November 13, 2002
MINUTES**

ROLL CALL

President Daniels called the meeting to order in the Library Meeting Room at 7:33 p.m. Trustees present: DiCola, Humphreys, Upshaw, Vlcek, Daniels. Trustees absent: Sapyta. Also present Library Director Bowen

APPROVAL OF MINUTES

It was moved by DiCola and seconded by Vlcek **THAT THE MINUTES OF THE REGULAR MEETING OF October 23, 2002 BE APPROVED AS WRITTEN.** Ayes: DiCola, Humphreys, Vlcek, Daniels. Abstain: Upshaw. Nays: none. Motion carried.

WARRANTS

The warrants were reviewed by the Trustees. It was moved by Humphreys and seconded by Upshaw **TO APPROVE PAYMENT OF OPERATING INVOICES FOR NOVEMBER 13, 2002 TOTALING \$58,928.36 AND ACKNOWLEDGE PAYROLLS FOR OCTOBER 2002 TOTALING \$136,390.03.** Ayes: DiCola, Humphreys, Upshaw, Vlcek, Daniels. Nays: none. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

None.

OLD BUSINESS

Bowen reviewed the proposed 2003/04 Budget and 2003/04 – 2007/08 Five Year Plan with the Board. He noted that his revenue projections for the current fiscal year are slightly higher than originally projected in the current budget. This is mainly due to the unexpected receipt of two State grants for automation upgrades. The Library had applied for the grants last year, and the award of the grants by the State Library had been delayed. With the worsening financial situation in the State government it was assumed that the grants were not likely to be successful and the needed upgrades were included in the current operating budget. The revenue projections for future years in the Five Year Plan Bowen assume that the revenue from State grants and from interest paid on investments will likely be greatly reduced. The new budget will be funded by an operating levy of \$2,845,136.00. This is the amount approved for the 2002 levy in the last Five Year Plan and represents a 5% increase in the amount of the operating levy over the previous year. The amount of the operating levy has been increased 5% each year for several years. New construction and the flat levy for the building bond have off-set the impact of this increase on the

individual taxpayer. Resident property owners have seen an actual increase of from 1.7% to 2% on their tax bills each year. The proposed budget provides for anticipated increases of health insurance costs of 15%, and provides for the significant increases in property insurance that have been experienced during the current year. The budget provides for a total increase in the salary budget of 4%, part of the on-going effort to bring library starting pay up to a level that is more competitive with similar libraries. The request does not ask for any additional staff positions to be added. After considerable discussion Trustees agreed that they were satisfied with the proposed budget and directed Bowen to place approval of the Budget and Five Year Plan on the agenda of the November 27 Board meeting. A copy of the Budget and Five-Year Plan are available for public examination in the local government document collection in the Reference Department.

NEW BUSINESS

None.

REPORT OF THE ADMINISTRATION

Bowen is member of the executive committee of the Chamber of Commerce sponsored Downers Grove Career Exploration and Leadership Academy. The Library hosted the first session of this year's Academy. This was an orientation to the program for the 60 students from North and South High Schools selected for the Academy and 30 local business and professional people who serve as mentors to the students in the program.

Bowen gave a presentation on the Library building project and tour of the building to a graduate library school class from Dominican University. Anders Dahlgren, the instructor, is a national known library building consultant. The students had plenty of questions about the project, especially about some aspects of the building that run counter to the rules of library design that they had studied. Students and instructor were generally impressed with the Library.

The design of new web pages on the Library Foundation and other opportunities for making donations to the library are nearly completed and the pages will be up-loaded to the website by Monday, November 18.

Bowen will travel to Springfield on Friday for a meeting of the Board of Directors of the Illinois Library Association that will be held at the State Library.

TRUSTEE'S REQUESTS FOR INFORMATION

None.

COMMUNICATIONS

None.

ANNOUNCEMENTS

Daniels reported the Library Community Foundation has been awarded a State grant that will be used to develop a new strategic plan for the Foundation. The project will study the fund-raising needs of the libraries that are fund-partners of the Foundation. The first phase of the project has already begun with a focus groups of representatives the various fund partners of the Foundation as well as with representatives of other fund-raising organizations to elicit information on the fund-raising needs of libraries and how the Library Community Foundation can better assist its fund partners in meeting their fund-raising goals. Downers Grove was the lead library in the grant application and will be administering the grant.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 8:38 p.m.