

**REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE  
DOWNERS GROVE PUBLIC LIBRARY  
January 9, 2002  
MINUTES**

**ROLL CALL**

President Daniels called the meeting to order in the Meeting Room at 7:37 p.m. Trustees present: DiCola, Sapyta, Upshaw, Vlcek, Daniels. Trustees absent: Humphreys. Also present Director Bowen, Assistant Director Bukovac, Publicity Coordinator Ziech.

Visitors present: Mary O'Connor of the Downers Grove Reporter.

**APPROVAL OF MINUTES**

It was moved by Vlcek and seconded by Upshaw **THAT THE MINUTES OF THE REGULAR MEETING OF DECEMBER 12, 2001 BE APPROVED.** Ayes: DiCola, Sapyta, Upshaw, Vlcek, Daniels. Nays: None. Motion carried.

**WARRANTS**

It was moved by Sapyta and seconded by DiCola **TO APPROVE INVOICES OF JANUARY 9, 2002 TOTALING \$49,384.86 AND TO ACKNOWLEDGE PAYROLLS FOR DECEMBER 2001 TOTALING \$128,451.12.** Ayes: DiCola, Sapyta, Upshaw, Vlcek, Daniels. Nays: None. Motion carried.

**OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS**

None.

**OLD BUSINESS**

Bukovac reported that a new proposal had been received from Concept One regarding an informational CD-ROM. Concept One is very interested in working with the library and included deep discounts in the pricing. The new quote is \$5,240.00 that includes and day and a half of shooting, which would give enough footage for future projects, a 30-second commercial and a five-minute CD-ROM with 1,000 copies of the CD-ROM. The CD-ROM would be given to new residents as part of the Village's Residential Greeters program. There currently is enough money in the promotion budget line to cover this project and place the commercial on two cable stations in the spring and in the fall. The trustees had already approved the commercial project. It was moved by DiCola and seconded by Vlcek **TO APPROVE DEVELOPMENT OF AN INFORMATIONAL CD-ROM.** Ayes: DiCola, Sapyta, Upshaw, Vlcek, Daniels. Nays: None. Motion carried.

Bukovac reviewed statistics and demographics in relation to various cable stations. A decision has to be made by January 15 as to which stations the library will place its commercials. The trustees asked that Bukovac get more Nielsen information before making a decision.

Sapyta suggested that the library create information packets for new mothers that would include the CD-ROM.

**NEW BUSINESS**

The library received a check for \$153,703.52 as the library's share of the estate of Lillian Culbertson. As directed by the trustees, Bowen delivered the check to the Library Community Foundation to be deposited in the library's foundation fund. It was deposited in a general money market account until the trustees make some other decision about investing the money. While the trustees directed Bowen to deposit the check in the foundation fund, Bowen asked for a formal motion. It was moved by Sapyta and seconded by Vlcek **THAT THE BEQUEST FROM THE ESTATE OF LILLIAN CULBERTSON TO THE DOWNERS GROVE PUBLIC LIBRARY BE USED TO ESTABLISH A FOUNDATION TO BENEFIT THE DOWNERS GROVE PUBLIC LIBRARY AND THAT THE BEQUEST BE DEPOSITED INTO THE DOWNERS GROVE PUBLIC LIBRARY FOUNDATION FUND OF THE LIBRARY COMMUNITY FOUNDATION.**

Ayes: DiCola, Sapyta, Upshaw, Vlcek, Daniels. Nays: None. Motion carried.

Bowen had prepared bylaws for the Downers Grove Public Library Foundation Advisory Committee. The trustees reviewed the bylaws and suggested some changes. Bowen will make the changes and bring the bylaws back to the trustees for another review.

Daniels was appointed to the Library Community Foundation Board. As a member of this board he will not vote on matters related to the Downers Grove Public Library Fund because of conflict of interest. Daniels inquired if he can vote on matters brought to the Downers Grove Public Library Foundation Advisory Committee since he is on the Library Community Foundation Board. Bowen will inquire.

Bowen said that a conference call could be arranged between Bowen, a library trustee and the Foundation's investment advisor to discuss the best way to invest the Lillian Culbertson money. Sapyta volunteered to participate in the conference call.

Bowen had received a call from Pat Winter who is interested in making a donation to the train mural for a train car. On the sign, Winter would like to feature the newspaper column "Winter's World" and include the *Downers Grove Reporter* with the dates that the Winter family owned the newspaper. The trustees had originally said that a business could have only one sponsorship on the train mural and the current owners of the *Downers Grove Reporter* have purchased a sponsorship. The trustees said that Winter could sponsor a train car featuring the *Reporter* since it would feature the Winter family's years of ownership, not the current owners. Daniels suggested that Bowen get permission from the *Reporter* to use the name.

The trustees discussed having a reception for the train mural. Bukovac will check to see if there is anything going on in the Village that the library could cooperate with. Unfortunately, the train car for the Winter sign will not be here in time to participate in the Ice Festival January 26 and 27.

**REPORT OF THE ADMINISTRATION**

Bowen said that the staff Ebook Committee will be meeting to evaluate the Ebook experiment.

The painting belonging to Mrs. Solon Gordon had been returned to her and she sent a letter of appreciation.

Melody Danley, the Graphics Coordinator, received an email from a librarian in San Rafael, California who has been visiting library web sites for ideas on how to improve her own library's web site. She said it was one of the best library sites she had seen and asked a number of questions about how it had been designed.

Two residents commented that they had seen the virtual tour of the art collection on the web site and were quite impressed with the virtual tour and the artwork.

The new Publicity Coordinator, Jill Yott, will begin work January 21.

Bukovac reviewed the budget for the train mural. Nine thousand dollars was raised and \$820.00 was spent from the art budget.

Artist Pamela Hart had taken her painting away to add a coat of varnish to it. Hart had been featured at the "One of a Kind Show" in Chicago. She said that the size painting the library had purchased is now selling for \$1,000.00 more than the library had paid.

Calligrapher Gerald Moscato is currently displaying his work in the library. He asked the trustees to consider purchasing one of his pieces. The trustees will discuss this further at the next meeting.

The library is purchasing a color ad in the Chamber of Commerce directory that will feature the logo and slogan on the library's web site.

#### **TRUSTEES REQUEST FOR INFORMATION**

None.

#### **COMMUNICATIONS**

None.

#### **ANNOUNCEMENTS**

Daniels noted that the *Reader* had done an article on the Zhou Brothers.

#### **OPPORTUNITY FOR PUBLIC COMMENT**

None.

The board adjourned at 9:55 p.m.