

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
DOWNERS GROVE PUBLIC LIBRARY
June 26, 2002
MINUTES**

ROLL CALL

President Daniels called the meeting to order in the Library Meeting Room at 7:40 p.m. Trustees present: DiCola, Humphreys, Upshaw, Vlcek, Daniels. Trustees absent: Sapyta. Also present Library Director Bowen

APPROVAL OF MINUTES

It was moved by Humphreys and seconded by Vlcek **THAT THE MINUTES OF THE REGULAR MEETING OF JUNE 12, 2002 BE APPROVED AS WRITTEN.**

CORRECTED. Ayes: DiCola, Upshaw, Daniels. Abstain: Humphreys, Vlcek. Nays: none. Motion carried.

WARRANTS

The warrants were reviewed by the Trustees. It was moved by Upshaw and seconded by DiCola **TO APPROVE PAYMENT OF OPERATING INVOICES FOR JUNE 26, 2002 TOTALING \$136,099.34.** Ayes: DiCola, Humphreys, Upshaw, Vlcek, Daniels. Nays: none. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

None.

Election of Board Officers

In even numbered fiscal years the Board must elect a president and secretary. Humphreys asked if the current officers are willing to stand for reelection. They were. It was moved by Humphreys and second by Vlcek **THAT STEPHEN DANIELS BE RE-ELECTED PRESIDENT AND KATHLEEN DICOLA BE RE-ELECTED SECRETARY OF THE BOARD OF LIBRARY TRUSTEES.** Ayes: DiCola, Humphreys, Upshaw, Vlcek, Daniels. Nays: none. Motion carried.

OLD BUSINESS

Trustees continued discussion on participating in the new State Non-Resident Library Card program. Bowen reported that several memos clarifying the new regulations have been issued by the State Library. At this point it appears that all cards issued under the new program will be "household" cards. All members of a household will be eligible for library cards and the fee must be at least the average paid in property taxes by a resident family. The "individual" cards that Downer Grove has issued for non-resident students, senior citizens, and disabled persons will not be allowed. In addition all non-resident cards must be 12-month cards. This means that the 3-month Summer Reading Club card for non-resident children will not be allowed. The new program is effective July 15, 2002, so individual cards issued before that date are valid until they expire. Bowen has submitted a written request that libraries be allowed to issue individual and short-term cards with fees prorated on the cost to resident taxpayers. The State Library will

consider the request and has promised a response. However until new clarifications of the regulations are issued, these special cards can not be issued. Library boards have the right to determine whether or not their library will participate in the non-resident card program, but if they choose not to participate, they can not issue any other type of cards to non-residents. Trustees agreed that the library should participate in the program. Cards issued under the new program must provide all the services provided to residents, including reciprocal borrowing privileges with other participating public libraries. Trustees agreed that the fee for this card should be slightly higher than the \$186 average cost for a Downers Grove resident household. It was moved by Vlcek and seconded by Upshaw **THAT THE DOWNERS GROVE PUBLIC LIBRARY PARTICIPATE IN THE NON-RESIDENT LIBRARY CARD PROGRAM, AND THAT THE HOUSEHOLD FEE FOR THE CURRENT FISCAL YEAR WILL BE \$195.** Ayes: DiCola, Humphreys, Upshaw, Vlcek, Daniels. Nays: none. Motion carried.

NEW BUSINESS

The Trustees reviewed the application for the Public Library Per Capita Grant. Last years grant was funded at \$1.19. The Secretary of State/State Librarian has stated that the per capita grant will be awarded this year; however there has been no information on the level of funding. Vlcek pointed out an error in the summary of the use of last year's grant. It was moved by Vlcek and second by Upshaw **THAT THE PUBLIC LIBRARY PER CAPITA GRANT APPLICATION BE APPROVED AS CORRECTED AND SUBMITTED TO THE STATE LIBRARY.** Ayes: DiCola, Humphreys, Upshaw, Vlcek, Daniels. Nays: none. Motion carried.

REPORT OF THE ADMINISTRATION

Bowen reported that he closed the library for three hours on Monday morning. The rooftop air-handling units were clogged with cottonwood. The strain of the cottonwood combined with the heavy load on the air conditioning system due to the extreme heat caused the system to shut down Sunday night. By 9:30 a.m. the second floor of the library was nearly 90 degrees, with no moving air. A power wash of the system had already been scheduled for Monday and the air conditioning technicians had the equipment needed on site, but it takes several hours to complete wash, bring the system back on line, and cool the building. Bowen closed the building at 10:00 a.m. with reopening scheduled for 1:00 p.m. and most staff were allowed to leave the building. The air conditioning was operating and beginning to cool down the building by 12:30. Staff reopened the building to the public on schedule.

Four staff members, including Bowen attended the American Library Association National Conference in Atlanta last week. He reported on a talk given by author/filmmaker Michael Moore, and will be reporting on some of the other programs he attended at future meetings.

Statistics are not yet available on Summer Reading Club participation, but the library has been quite busy with loads of children bringing in reading folders and attending special programs in the Junior Room.

Bowen reviewed the Economic Development Commission's Come Home Downers Grove project to develop a marketing message for the Village. He believes that it is a very good sign that the team that developed the message recognized that the public library is an asset that draws people to want to live in Downers Grove.

A letter was received from the Family Life Childcare and Preschool Program. Part of the Illinois State DCFS Guidelines requires that the school have a nearby place to evacuate the children to, in the event of an emergency that required them to vacate the school building. Bowen had informed the director that, as a public building, the library is open to anyone who wants to enter. However the school would like to have a formal agreement with the Library Board. There are several questions to be resolved before the Board considers taking action on this request. What is the library's responsibility for insuring that the children are picked up by the appropriate parent or guardian? (Unlike a school, the library does not act in loco parentis.) The library is not open the same hours as the school. What happens if there is an emergency in the early morning hours, before the library is open? Trustees agreed that they are willing, in principal, to cooperate with any school in this situation. However they agreed that they needed more information before they can consider acting on this request.

TRUSTEE'S REQUESTS FOR INFORMATION

None

COMMUNICATIONS

None.

ANNOUNCEMENTS

None.

OPPORTUNITY FOR PUBLIC COMMENT

None.

The meeting was adjourned at 8:45 p.m.