

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
DOWNERS GROVE PUBLIC LIBRARY
January 23, 2002
MINUTES**

ROLL CALL

President Daniels called the meeting to order in the Meeting Room at 7:38 p.m. Trustees present: DiCola, Humphreys, Sapyta, Upshaw, Daniels. Trustees absent: Vicek. Also present Director Bowen, Assistant Director Bukovac, Publicity Coordinator Ziech.

Visitors present: Sandy Zeles of the Downers Grove Reporter.

APPROVAL OF MINUTES

It was moved by Sapyta and seconded by Upshaw **THAT THE MINUTES OF THE REGULAR MEETING OF JANUARY 9, 2001 BE APPROVED.** Ayes: DiCola, Sapyta, Upshaw, Daniels. Nays: None. Abstain: Humphreys. Motion carried.

WARRANTS

Bowen asked the trustees to approve a revised total amount for the January 9 invoices because of a data entry error that was made to the invoice for Anderson Elevator in the amount of \$128.54. The invoice was removed from the January 9 invoice list and added to the January 23 invoice list. It was moved by Sapyta and seconded by DiCola **TO APPROVE A REVISED TOTAL FOR INVOICES OF JANUARY 9, 2002 OF \$46,578.37.** Ayes: DiCola, Humphreys, Sapyta, Upshaw, Daniels. Nays: None. Motion carried.

It was moved by Sapyta and seconded by Upshaw **TO APPROVE INVOICES OF JANUARY 23, 2002 TOTALING \$36,840.45.** Ayes: DiCola, Humphreys, Sapyta, Upshaw, Daniels. Nays: None. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

None.

OLD BUSINESS

Bukovac reported on the progress of the library commercial. After getting more Nielsen rating information, the library chose to place commercials on The Learning Channel and F/X. These commercials will run in April, May, June, September, October and November. Bukovac presented a draft of the script for the commercial for the trustees to respond to. The commercial script was written by Sandy Moritz, the marketing person hired for the project, Bukovac and Jill Yott, the new library Public Relations Coordinator. The trustees were happy with the script and directed Bukovac to proceed. Work will begin next on the script for the CD-ROM information piece.

The trustees did a final review of the Bylaws for the Downers Grove Public Library Foundation Advisory Committee. It was moved by DiCola and seconded by Sapyta **TO ADOPT THE BYLAWS OF THE DOWNERS GROVE PUBLIC LIBRARY FOUNDATION ADVISORY COMMITTEE**. Ayes: DiCola, Humphreys, Sapyta, Upshaw, Daniels. Nays: none. Motion carried.

The reception for the train mural sponsors will be Thursday, February 7 at 8:00 a.m. The artist will attend. Joyfuls Café will cater a continental breakfast. Invitations will be sent out and the newspapers will be invited. DiCola said that she has received a number of positive comments about the mural. The trustees agreed that they are very pleased with the mural.

NEW BUSINESS

Previously the trustees had approved the purchase of feature film videos and DVD's. Bowen presented a revised collection development policy statement reflecting this change. The trustees reviewed the proposed statement. The collection will initially focus on award winning films and films considered classic or historically important. Long-range development will consider other types of well-reviewed films. It was moved by Humphreys and seconded by Upshaw **TO APPROVE THE PROPOSED VIDEO RECORDINGS COLLECTION DEVELOPMENT POLICY STATEMENT**. Ayes: DiCola, Humphreys, Sapyta, Upshaw, Daniels. Nays: None. Motion carried.

REPORT OF THE ADMINISTRATION

Bowen attended the American Library Association Midwinter Conference as a member of the Intellectual Freedom Roundtable. There was much discussion related to intellectual freedom in relation to privacy and the Patriotic Act. Bowen was part of a sub-committee that wrote a resolution that was adopted by the ALA Council reaffirming the principles of intellectual freedom in the aftermath of the terrorist attacks.

Bowen presented information to the trustees regarding an issue currently being discussed among the libraries who are participants in the System Wide Automated Network (SWAN). The system is able to provide the opportunity for patrons to renew items themselves. However in doing so, statistics will be affected. The library that owns the material will not receive credit for the item's use. Thus the library would not have a true picture of the use of its items. In addition, the circulation statistic has been a consistent statistic that is used for comparisons between libraries and for historical comparisons. The libraries that are members of SWAN are currently discussing this and will vote on whether or not to provide patron self-renewal. Bowen is inclined to vote against it because of the statistics problem. Hopefully, at some point, the system vendor will be able to remedy the statistical problem.

The library's ice sculpture for the Ice Festival will be delivered Saturday.

TRUSTEES REQUEST FOR INFORMATION

Humphreys noted that the library's web site featured the virtual tour of the art collection. He showed it to a friend who was impressed. He made a suggestion that the library set up the pictures so that by clicking on a small version, a large version will appear to better see the artwork. Bukovac said that was a good idea and something that would be looked into.

Sapyta noted that some portions of the stairway carpeting are looking worn. Bukovac said that she is working with the cleaning company and thinks that a better cleaning program will solve the problem.

DiCola said that at times when she logs onto the library's web site it is quite slow. She seems to get a faster response through her phone line than through her cable connection.

COMMUNICATIONS

None.

ANNOUNCEMENTS

Daniels stated that on February 8 the Library Community Foundation Board is having a half-day planning retreat. Sapyta asked Daniels to inquire about the quality of the securities they are investing in. Sapyta suggested that the securities be tiered rather than putting all the money into the same type of investment grade. The investments should be diversified.

Regarding the question about whether or not there is a conflict of interest for Daniels because he is on the Library Community Foundation Board and the Downers Public Library Foundation Advisory Board, Daniels may vote as part of the library Advisory Board because he will not vote on issues pertaining to the library as a member of the Library Community Foundation Board.

OPPORTUNITY FOR PUBLIC COMMENT

None.

The board adjourned at 8:35 p.m.