

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
DOWNERS GROVE PUBLIC LIBRARY
May 14, 2003
MINUTES**

ROLL CALL

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

Visitors: Sandy Zeles of the Downers Grove Reporter.

APPROVAL OF MINUTES

It was moved by Vlcek and seconded by Humphreys **THAT THE MINUTES OF THE REGULAR MEETING OF APRIL 23, 2003 BE APPROVED.** Ayes: Humphreys, Vlcek, DiCola. Nays: None. Abstain: Upshaw. Motion carried.

Daniels arrived at 7:43.

Sapyta arrived at 7:46.

WARRANTS

It was moved by Humphreys and seconded by Upshaw **TO APPROVE INVOICES FOR MAY 14, 2003 TOTALING \$54,035.57 AND ACKNOWLEDGE PAYROLLS FOR APRIL 2003 TOTALING \$132,805.14.** Ayes: DiCola, Humphreys, Sapyta, Upshaw, Vlcek, Daniels. Nays: None. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

None.

NEW BUSINESS

Bowen asked the trustees to consider a revision to the Public Internet Usage Policy. The current policy requires that a parent or guardian register a minor, in advance, to have Library Internet access. Internet access is one of the options that are explained to the parent at the time a minor is registered for a library card. When this policy was adopted the only Internet access available in the library was on computers in the computer room dedicated to unrestricted personal use – word processing, spreadsheets, or surfing the Internet. In the years since the policy was adopted the Internet has become an essential tool for answering reference questions. Currently reference workstations used to access the online catalog and reference databases can also be used to access other Internet sites as well, when a librarian determines that the Internet is the most appropriate means to answer a patron's reference question. Under the current policy staff can not allow a minor to use the Internet to answer a specific question if the minor's parent has not authorized the minor to use the Internet access in the library. Not only is the Internet an important tool for answering general questions, but a typical high school report assignment requires the

student to use Internet sources, as well as books and magazines, with teachers often recommending specific web sites to the student. In order to effectively serve the needs of Downers Grove students, Bowen requests the Board to consider changing the Internet use policy to allow librarians to let minors use the Internet through the reference workstations when it is the most appropriate means to answer a particular question. Parental permission would still be required for a minor to have unsupervised access to the public Internet computers.

The trustees were open to this idea and discussed the need to remove all restrictions on Internet usage in the future, because the Internet has become such a significant source of information. The current library policy defines minors as children under the age of 18. For purposes of Internet usage, some libraries set the age for parental permission at under age 13. Trustees asked staff to prepare a revised policy statement that allows minors to use the Internet for reference purposes. The trustees would like to revisit this issue and consider other restrictions on Internet access in the future. Possibilities discussed included lowering the age for restricted access, or offering unrestricted Internet access to all, while providing parents with an option of choosing to restrict their child's access. This would parallel other policies. Children currently have access to all print and audio materials unless the parent chooses the option of limiting a child's access to children's material only or print material only, with no borrowing of audio or video material.

OLD BUSINESS

The trustees continued discussion of the questions on the resident survey. Daniels gave a presentation on how the demographic data could be used in the data analysis.

Sapyta left the meeting at 8:30.

REPORT OF THE ADMINISTRATION

Bowen will miss the next meeting because of an awards ceremony at his daughter's school.

Bowen reported there was a power outage on May 3 that resulted in the library not opening until 10:30 a.m. and that created problems with the elevator, computer network, and the HVAC system. There was also a brief power outage on May 11 but the library opened on time.

Suburban Library System is continuing to examine the possibility of a merger with the Chicago Library System. The director of the Chicago Library System will be meeting with SLS libraries to discuss the merger.

The police gave the library an agreement that, if signed by the library, would allow the police to ticket skateboards, roller skaters, etc. when they are on library property. The ticket cost would be \$75.00. The trustees questioned if a special agreement is needed since the library is a municipal building and also if the agreement puts any liability on the library for actions by the police.

The village staff have decided to hold off on changing the employee health insurance plan at this time. They continue to study the proposals and will investigate other plans with the goal being to make the change January 1.

TRUSTEES REQUEST FOR INFORMATION

Humphreys asked if there is a need for more Internet stations in the public computer room.

Bowen responded no, there is an adequate number for use by Downers Grove residents. Residents are able to book machines, in advance, for a specific time and the library is meeting that need. Non-residents can use the machines on a walk-up basis when they are not in use by residents. Some non-residents manage to use the Internet computers for many hours each day, because no one else has requested time. Bowen said that he does not believe the library's mission includes providing unlimited Internet access for non-residents.

COMMUNICATIONS

None.

ANNOUNCEMENT

None.

OPPORTUNITY FOR PUBLIC COMMENT

None.

It was moved by Humphreys and seconded by Vlcek **TO MOVE INTO EXECUTIVE SESSION TO DISCUSS THE PERFORMANCE APPRAISAL AND SALARY OF LIBRARY DIRECTOR.** Ayes: DiCola, Humphreys, Upshaw, Vlcek, Daniels. Nays: None. Motion carried.

The board moved out of executive session at 10:14 p.m.

It was moved by Humphreys and second by Vlcek **THAT LIBRARY DIRECTOR BOWEN'S SALARY BE INCREASED 3.8% TO \$93,500 PER YEAR.** Ayes: DiCola, Humphreys, Upshaw, Daniels. Nays: None. Motion carried.

No further business was discussed.

The board adjourned at 10:15 p.m.

**Executive Session of the
Board of Trustees of the
Downers Grove Public Library
May 14, 2003**

MINUTES

The trustees discussed the performance appraisal and salary of the library director.

It was moved by Humphreys and seconded by Upshaw **TO ADJOURN THE EXECUTIVE SESSION**. Ayes: DiCola, Humphreys, Upshaw, Vlcek, Daniels. Nays: None. Motion carried.

Executive session adjourned at 10:14 p.m.