

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
DOWNERS GROVE PUBLIC LIBRARY
DECEMBER 15, 2010**

MINUTES

ROLL CALL

President DiCola called the meeting to order in the Library Meeting Room at 7:31 p.m. Trustees present: Eblen, Humphreys, Loftus, Read, DiCola. Trustees absent: Greene. Also present: Library Director Bowen, Assistant Director Carlson. Visitors: Resident John Mochel.

APPROVAL OF MINUTES

Trustees reviewed the minutes of the regular meeting of November 10, 2010. It was moved by Read and seconded by Eblen **THAT THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 10, 2010 BE APPROVED AS WRITTEN.** Ayes: Eblen, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

PAYMENT OF INVOICES

Trustees reviewed the list of invoices submitted for payment. It was moved by Humphreys and seconded by Eblen **TO APPROVE PAYMENT OF OPERATING INVOICES FOR DECEMBER 15, 2010 TOTALING \$ 118,960.98 AND BUDGET JOURNAL ENTRY FOR STAFF PARKING PERMITS TOTALING \$2,000.00 AND ACKNOWLEDGE PAYROLLS FOR NOVEMBER 2011 TOTALING \$164,240.34.** Ayes: Eblen, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

None.

OPPORTUNITY FOR PUBLIC COMMENT ON OTHER LIBRARY BUSINESS

None.

OLD BUSINESS

-Selection of a consultant for the library director search

The board packet included Trustees' reports on reference calls regarding the library consultants, which were very positive. Bowen, however, received a call from Kepner & Associates before the board meeting asking to have their name removed due to a potential conflict of interest. The board discussed the other consultant of interest to them.

It was moved by Loftus and seconded by Eblen **TO ACCEPT THE PROPOSAL FROM BRADBURY ASSOCIATES DATED OCTOBER 24, 2010.** Ayes: Eblen, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

Trustee Humphreys apologized for having to miss the interviews of the consultants due to medical and schedule conflicts, and thanked the trustees for picking up the load for him. President DiCola thanked everyone for getting references and for Trustee Read's detailed report on Bradbury Associates. Bowen will contact the consultants to let them know the board's decision.

NEW BUSINESS

- Approval of the 2011 Calendar of Library Closings

The board packet contained the proposed calendar of library closings for 2011 which includes the usual holiday closings and one in-service training day.

It was moved by Eblen and seconded by Loftus **TO APPROVE THE 2011 CALENDAR OF LIBRARY CLOSINGS AS PRESENTED.** Ayes: Eblen, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

- Approval of the Annual Certification of Membership in the Metropolitan Library System.

Each year the Metropolitan Library System asks member libraries to certify that they continue to meet the requirements for membership. There was some discussion about whether they should bother with this, this year, since the system is offering almost no services and will almost certainly be merging into a new system structure this summer. However, MLS standards are a little more stringent than the State Standards and MLS members would like to have these higher standards on the table in the merger discussions, so the MLS Board decided to go ahead and have member libraries complete the annual certification. Downers Grove does meet the requirements with no problem.

It was moved by Humphreys and seconded by Eblen **TO AGREE TO THE METROPOLITAN LIBRARY SYSTEM MEMBERSHIP REQUIREMENTS AND CERTIFY THAT THE DOWNERS GROVE PUBLIC LIBRARY COMPLIES WITH THEM.** Ayes: Eblen, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

REPORT FROM THE ADMINISTRATION

Bowen was delighted and surprised to report that on Monday, December 13, the library received a check for \$49,752.08 for the 2010 Per Capita Grant. The money will be used to upgrade computers, create a permanent computer training lab, and possibly to add more ebooks if the demand grows.

From the various articles that Bowen has given the board this year, the trustees are aware that he has been thinking about how ebooks might impact the library. Over a year ago the library joined a consortium to provide the Overdrive collection of downloadable audio books and ebooks that patrons can borrow for use on their own readers or computers. One of the problems with a consortium is that the larger user base puts more demand on the popular, high-demand titles. While a patron can place reserves on ebooks and be on a waiting list to get the ebook when it is next returned, most people want to download something now, not in a week. So this fall the library added Overdrive Advantage. This lets the library purchase its own ebooks and audio books that are available only to Downers Grove cardholders. When a Downers Grove cardholder searches the Overdrive collection they see not only the items in the consortium's collection, but the items in the Downers Grove collection as well. Cardholders of other libraries in the consortium only see the consortium's titles. There has been a lot of advertising about giving ebook readers for the holidays and staff have been getting questions from patrons who are thinking of giving ebook readers for holiday presents, asking if the library offers ebooks that can be borrowed. It is a little confusing to explain that most readers can use the library's ebook collection, but Kindle and Apple cannot. In his director's blog on the library website, Bowen has written a couple of posts about ebooks readers, most recently about the new app that allows users to download ebooks in standard formats to the Apple iPad and iPhone, so those users can now access the library collection. That leaves Amazon Kindle as the only major player that is still proprietary. This is great news for libraries because it makes it much more likely that libraries can be successful in providing digital content, in much the same way that they provide print content. Bowen had intended to use per capita grant funds to bolster the library's ebook collection, but since it did not seem likely that the library would ever receive the 2010 grant, he found \$5,000 in the administrative budget to use to expand the ebook collection, so that the library would have more titles available after the holidays. Staff are offering two programs in January on how to download ebooks from the library's collection. They started these programs this past fall and found that there is definitely a demand.

The library is trying out a new way to display magazines. The trial is with the magazine collections in Teen Central and the Junior Room, which are relatively small. Each box has dividers for three years of issues, plus a space in the front for the current issue. This could allow the library to display all the issues of the magazines in one location, instead of having a separate section of back issues. If a patron wants to browse all the back issues of a magazine, it is easy to pick it up and take it to a table. If this works in the small collections, the library will likely want to try them for the larger adult collection as well. This could potentially free up a lot of shelving where the library currently stores back issues.

Bowen had forwarded the board a link to Genevieve Murphy's article in the Downers Grove Patch about the library. It was called "Doing More with Less." Bowen was a little concerned about the publicity about the Village raising the property tax 14%, that there might be comments about the library portion of the tax levy. He was delighted when Ms. Murphy stopped in to ask some questions about the library levy and budget for the story that she wrote. He knows that many of Downers Grove's concerned citizens read the Patch, so it was nice to have something so positive

written about the library. And, it is always a pleasure when a reporter checks her facts before publishing a story.

Bowen reminded the board that the December 22 Board Meeting has been canceled, so the next regular meeting will be Wednesday, January 12.

The October statistics were in the board packet and the November statistics were distributed at the meeting. Circulation, visitors, program attendance, computer, database, and library website usage continue to grow. Although there is no YTD comparison for the visitor count due to the malfunctioning counters prior to August 2009, the library did have a 14% increase in number of visitors this November compared to November 2009. Circulation is still up 1.3% YTD, and it appears that circulation will again go over 1 million in 2010 as it did in 2009. Library program attendance is up 8% for the year. Reference database usage is up 10.5% YTD.

TRUSTEE ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

None.

ADJOURNMENT

The meeting was adjourned at 8:10 p.m.