

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
DOWNERS GROVE PUBLIC LIBRARY
April 27, 2011**

MINUTES

ROLL CALL

President DiCola called the meeting to order in the Library Meeting Room at 7:32 p.m. Trustees present: Eblen, Greene, Loftus, Read, DiCola. Trustees absent: Humphreys (arrived at 7:35) none. Also present: Library Director Bowen, Assistant Director Carlson. Visitors: none.

APPROVAL OF MINUTES

Trustees reviewed the minutes of the regular meeting of April 13, 2011. It was moved by Read and seconded by Loftus **THAT THE MINUTES OF THE REGULAR MEETING OF APRIL 13, 2011 BE APPROVED AS AMENDED.** Ayes: Eblen, Greene, 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 Geene and seconded by Humphreys **TO APPROVE PAYMENT OF OPERATING INVOICES FOR APRIL 27, 2011 TOTALING \$47,923.17.** Ayes: Eblen, Greene, 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

- Discussion and approval of 2011 salary increases for library staff

At the last meeting the Trustees began the discussion of salary increases for library staff. The 2011 budget provides for salary increases of up to 1.5%. In that discussion DiCola asked how the 2011 salary budget compares with last year's budget. Bowen did not have the 2010 figures at the meeting and promised to report back at the April 27 meeting. He reported that in the long range financial plan the library had been working to catch up with the salaries of similar libraries and had budgeted for salary increases of 5% each year in 2010 and 2011. Due to the financial crisis raises of 1.5% were actually granted in 2010 even though the budget provided for 5% increase.

The 2011 budget that was adopted last year provided for increases of 1.5% in 2011 and the 2011 salary budget was calculated on the 1.5% raises that were actually granted in 2010. In addition some positions were eliminated and others have not filled. As a result, the salary budget, including the 1.5% increases for FY 2011 is 2.5% less than the salary budget for 2010. In fact, our total FY2011 budget is 1% less than the 2010 budget.

In the discussion at the last board meeting there was some interest in investigating whether or not it would be possible to offer slightly larger increases than the 1.5% budgeted. The library has experienced some savings in 2011 because there was no increase in the cost of health insurance this year. However, as much as he would like to give everyone a little more money, Bowen is concerned about the impact of larger raises over the long term. Any increase in salary in one year, makes it more expensive to increase salaries in the future. In the current financial plan, the library plans to increase raises by 2% in 2012. Bowen actually hoped to be able to propose slightly higher increases when he brings the 2012 budget to the Trustees this summer, if our current expenditures continue to be a little lower than expected. Increasing salaries in 2011 above the budgeted amount would make that less likely. Bowen recommended that the Board grant the 1.5% increase that that was budgeted for 2011.

While Trustees wished that they could offer bigger raises, the consensus was that it was best to stay with the increase that was budgeted. Read said that he saw no reason to disagree with Bowen's recommendation. Humphreys said that he wished that the Board could do more, but that on balance this was most that they could responsibly do at this time. Eblen asked if it would make it difficult for the new director, if salary increases remain low in the future. Bowen stated that the 2012 budget will be approved this summer, before the new director takes over. Staff will be aware of this. Loftus pointed out that the Board can budget for higher raises in 2012, and then make the final decision on actual increased next spring, when they have an accurate picture of the financial situation at that time.

It was moved by Read and seconded by Humphreys **THAT LIBRARY EMPLOYEES BE GRANTED A 1.5% SALARY INCREASE AS PROVIDED FOR IN THE 2011 BUDGET.** Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

It was moved by Read and seconded by Greene **THAT LIBRARY DIRECTOR BOWEN BE GRANTED A 1.5% SALARY INCREASE.** Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

NEW BUSINESS

- Review and approval of a proposed revision of the Rules of Behavior to prohibit firearms on library property.

Bowen has been monitoring Illinois HB 148 that would permit concealed carry of firearms in Illinois. The legislation appears to have considerable support and it is likely that it may pass this year. Bowen had made a suggestion to the director of the Metropolitan Library System that, if the legislation passes, MLS ask their attorney to provide appropriate language for member libraries to use for policies prohibiting firearms in public libraries. When MLS staff asked their attorney to be prepared to do this if the legislation passed, the attorney responded with the recommendation that ““Regardless of whether the Illinois Legislature acts on concealed weapons, firearms on Library property should be prohibited.”

The library’s current policies do not reference the possession of firearms in the library at all. Bowen reviewed the policies of several other libraries with such policies and found that most include policies on firearms in their rules of behavior. Bowen had included a recommend policy statement in the Board packet. After considerable discussion the original statement was revised to the following statement for the Board’s consideration:

Firearms are prohibited on library property. The only exceptions to this rule are firearms carried by sworn law enforcement officers.

There was also discussion about what sanctions should be taken if patrons were observed carrying firearms within the library. The current policy does include a statement that if anyone is observed committing an illegal act, the police should be called immediately. At this time it is still illegal to carry firearms, so the current policy is sufficient. If the concealed carry legislation is adopted, the Board will revisit this policy to consider appropriate procedures

It was moved by Read and seconded by Humphreys THAT THE REVISED POLICY STATEMENT PROHIBITING FIREARMS ON LIBRARY PROPERTY BE APPROVED. Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

DiCola stated that the Board should also consider a policy on weapons in general, separate from the specific policy on firearms. Staff were directed to investigate the legal definition of weapons and report back during future discussions of the Rules of Behavior.

REPORT FROM THE ADMINISTRATION

Bowen reported that the Transition Board of RAILS, the new library system that will be made up of the merger of the five systems in the northern half of Illinois, has chosen Tom Sloan, the director of the DuPage Library System, as the interim director of the new system. The Metropolitan Library System building in Burr Ridge has been selected as the new system headquarters, at least for the first year. This may change in FY2012 depending on the final report of the Consultant who is studying all of the current facilities of the five original systems. This is good news for the SWAN automation consortium, because it means that SWAN can remain in its current location. The reasons that were given for selecting the MLS building include that the

building already has Fiber Optic access to the Illinois Century Network, halon fire extinguishers in the computer room, and a new natural gas generator for backup electrical power in case of outages. There is plenty of space in the computer room for additional personnel and equipment, so the building may be a strong contender to house whatever consolidation of computer systems that occurs as a result of the merger.

Bowen commented on a story about ebook publishing of poetry that he read in a recent issue of Publishers Weekly. The issues raised in the article relate to the Board's on-going discussion of digital library materials. Some of the most attractive features of ebooks and ebook readers include the ability to adjust the size of fonts and change other formatting to accommodate the comfort and preferences of the individual reader. The ebook readers tout their ability to "free flow" the text to allow these adjustments to be made and rearrange the text on the digital page. However, by its very nature this changes things like line breaks that, in a poem, that are critical to understanding the intention of the poem. The article used the example of the beginning of a Robert Frost poem.

"Two roads diverged in a yellow wood,"

which has a much different feeling than

"Two Roads diverged
In a yellow wood"

which could be the result of a change in font size in an ebook reader.

The publishing industry is trying to develop technology that will allow the features of the ebook readers to function, while preserving the structural integrity of the poems.

TRUSTEE ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

Trustee Humphreys commented on the good news that Amazon.Com has announced that it will allow Kindle ebook readers to access public library collections of ebooks. With the similar move by Apple a few months ago, patrons will be able to use library collections with all of the popular ebook readers.

Several trustees commented on an article by Michael Stephens about technology in libraries and how library services may change in the future, that Bowen had sent them with Bowen's recommendation that Trustees might consider asking library candidates to talk about their views of the future of libraries during the interview process. Read has also contacted President DiCola to suggest that a discussion of this should be included on a future agenda.

Greene commented on her experiences trying out ebooks, following the recent staff presentation on the ebook collection. Greene was particular impressed that when she renewed an ebook that she had not been able to finish during the first circulation period, all of her bookmarks and notes were still available to her – they had not been deleted when the loan expired. She did point out

that if she had deleted the book, rather than renew it all of these things would have been deleted as well.

ADJOURNMENT

The meeting was adjourned at 8:47 p.m.