

Homewood Public Library District
Regular Meeting Minutes
Homewood Public Library Conference Room
July 18, 2007

CALL TO ORDER – Ms. Macikas-Blumstein, President, called the meeting to order at 7:31 p.m. Present at that time were Mr. Barr; Mr. Bouchie; Mrs. Colton; Ms. Macikas-Blumstein; Mr. Olsen; Mrs. Postma; Mrs. Rauch, Administrative Librarian; Mr. Auston, Assistant Administrative Librarian; and Mrs. Barnett, Administrative Assistant. Mr. Myers was absent.

RECOGNITION OF VISITORS – None present

CONSENT AGENDA – A motion was made and seconded to accept the consent agenda as presented. Barr/Postma. A roll call vote passed. (6 Ayes [Mr. Barr, Mr. Bouchie, Mrs. Colton, Ms. Macikas-Blumstein, Mr. Olsen, and Mrs. Postma]; 1 Absent [Mr. Myers]).

TREASURER'S REPORT – Mr. Olsen presented an outline of the Library's accounts. After discussion it was moved and seconded to transfer \$202,013.00 from the Illinois Funds checking account to the Illinois Prime money market fund. Olsen/Colton. A roll call vote passed. (6 Ayes [Mr. Barr, Mr. Bouchie, Mrs. Colton, Ms. Macikas-Blumstein, Mr. Olsen, and Mrs. Postma]; 1 Absent [Mr. Myers]).

ADMINISTRATIVE LIBRARIAN'S REPORT – Mrs. Rauch discussed current statistics. She expressed gratitude to the Board for the gift presented to her on the occasion of her twenty-fifth anniversary of employment with the Library, and thanked the Board for continued support through the years. Staff and Trustees attending the ALA convention in Washington, D.C. found the experience to be both enjoyable and informative. New staff evaluation forms were discussed. Two letters were received from staff members indicating their intent to pursue MLS degrees. Mrs. Rauch also discussed the proposed restructuring of SWAN governance groups.

ASSISTANT ADMINISTRATIVE LIBRARIAN'S REPORT – Mr. Auston is still researching e-mail service for the staff and the Board. A disaster plan document, which is part of the per capita grant, is being compiled, and is due by late August. Upcoming projects include the discussion of furniture and display ideas.

CORRESPONDENCE – A thank-you was received from Mrs. Rauch for the twenty-fifth anniversary gift.

LEGISLATIVE UPDATE – No report

COMMITTEE REPORTS

Building and grounds – Mr. Bouchie reported that the committee will participate in an outdoor walk-around in August.

Policy – Mr. Barr reported that the committee will meet on Wednesday, August 8, 2007, at 7:00 p.m. He distributed copies of proposed changes to the By-laws, and invited Trustees to forward comments to him or to attend the committee meeting in August.

Goals – No report

Evaluation – No report

Finance – Mr. Olsen commented that the Library is in good shape financially. He suggested using on-line bill payment, and is investigating several local banks. Mr. Olsen also recommended using the Visa card for more purchases, and to consider having a second card. He will investigate further to ascertain which cards would provide the maximum benefit.

Book – No report

Suggestion Box – Patron comments were read and discussed.

OLD BUSINESS

Building remodel – Mrs. Rauch discussed estimates received from the architect. Plan A would include making all of the changes suggested in the current proposal/floor plan. The cost would be approximately \$1,000,000.00 plus. This plan would provide a totally improved workspace and flow of materials. One concern would be that spending so much money might tie the Library to this building longer. Plan B would make changes in the current floor plan that would directly affect patrons, and would cost approximately \$550,000.00. Service would be improved, and it would be less expensive. Hopefully, this approach would remedy some staff workspace issues. Plan C would provide a “facelift” only, and would include paint, carpeting, and new furnishings. This plan would provide an updated look and would be much less expensive and disruptive. However, it might only provide a cosmetic solution.

After discussion Trustees indicated a preference for Plan B with some aspects of Plan A to be included. Discussion will continue at the August meeting. New floor plans will be drawn up.

NEW BUSINESS

Budget and Appropriations Ordinance – A motion was made and seconded to approve the adoption of Ordinance #116 providing for budget and appropriations of the Homewood Public Library District, Cook County, Illinois for the fiscal year beginning July 1, 2007, and ending June 30, 2008. Postma/Barr. A roll call vote passed. (6 Ayes [Mr. Barr, Mr. Bouchie, Mrs. Colton, Ms. Macikas-Blumstein, Mr. Olsen and Mrs. Postma]; 1 Absent [Mr. Myers]).

Art donation – Mrs. Rauch reported that she discovered a piece of sculpture at the ALA convention which she thought would be appropriate to use as a memorial for former Administrative Librarian Mable Murphy. There is money available from the family and others, and she plans to ask the Friends for funds. The family is willing to contribute additional money and include the name of Mrs. Murphy’s sister Nellie on the memorial. Some landscaping would need to be removed in order to accommodate the piece, and the Library would also need to replace the plantings. The Library would also pay for shipping. Total for the project would be approximately \$5,000.00.

Flower installation bill settlement – After discussion it was moved and seconded to ask the florist to remove the large artificial flower arrangement at the top of the stairs. Barr/Postma. The motion passed. Mrs. Rauch will make the arrangements with the florist.

MEETINGS

Super Trustee! – Mr. Bouchie reported on this meeting which he attended.

ADJOURNMENT – Ms. Macikas-Blumstein adjourned the meeting at 8:58 p.m.

Accepted _____

Anne Colton
Secretary