

**Matteson Public Library
Board of Trustees Meeting
February 8, 2010**

1. Call to Order

Trustee Shipp called the meeting to order at 7:00 pm.

2. Pledge of Allegiance

3. Roll Call

Present were Trustees Page, Powe, Shipp, Coleman, Director Berggren, Assistant Director Bill Madsen, and Administrative Assistant Laretta Benford. Trustee Sparks was absent. Trustee Moore arrived at 7:15 and Trustee Gillis arrived at 7:20 pm.

Also present were Mr. and Mrs. Sylvester Fulcher.

4. Consent Agenda

- Trustee Page made a motion to accept the consent agenda. Seconded by Trustee Coleman. Ayes 4. Nays 0. Motion carried.

5. Public Comment

- Susan and Sylvester Fulcher were present to discuss the new Child Safety Policy and their displeasure with it. The new policy states that any child 9 years old or younger must be accompanied by a 16 year old or older. Director Berggren suggested that she take it back to the Matteson Public Library staff for their views.

6. Comments by Library Officials, Trustee Committee Reports, and Setting Future Committee Meeting Dates

- Trustee Coleman commented on a library she visited in Texas. She will report on this further at the next Board meeting.
- Trustee Shipp reported on the Finance Committee meeting on January 25, 2010. A number of things were discussed; including, the revision of the monthly report templates, increasing the staff budget and the lowering of the Village's debt ratio and the impact it will have on the library. The next Finance Committee meeting will be March 1, 2010 at 6:00 pm.
- Trustee Powe reported that Holiday Inn is not available May 8, 2010 for the Dinner Dance fundraiser.

- Trustee Powe commented on the Metropolitan Library System's Trustee Workshop where Trustee Moore and Director Berggren were part of the panel. She indicated that the workshop was excellent and informative.
- Trustee Page commented on her attendance at the Building and Grounds Committee meeting as well as the Personnel Committee meeting. The Building and Grounds Committee discussed the ballasts replacements. The Personnel Committee scheduled a meeting for March 15, 2010 at 5:00 pm. to discuss a staff pay schedule.
- Trustee Moore asked everyone to attend the Legislative Breakfast on February 15, 2010 at the Metropolitan Library System.

Director Berggren commented on the DVD that Julia Driscoll put together for the zone to be viewed at the Legislative Breakfast and on youtube.

7. Active Agenda

- Trustee Shipp made a motion to approve the disbursements of \$108,888.60 for January. Seconded by Trustee Powe. Roll call vote. Motion carried.

❖ Danita Powe – yes	❖ Leana Page - yes
❖ Milfred Moore – yes	❖ Beverly Coleman – yes
❖ Dwayne Shipp - yes	❖ Harold Gillis - yes
- Trustee Shipp made a motion to approve Resolution 020810-01 continuing the stipulations on expenditures from the Special Reserve Fund. Seconded by Trustee Gillis. Ayes 6. Nays 0. Motion carried.

8. Correspondence

- Trustees Page read a letter from the Office of the Secretary of State informing the library that they were awarded the Illinois Per Capita Grant in the amount of \$18,385.93 that must be expended by June 30, 2011.

9. Open Items

- The original date of May 8, 2010 for the Spring Dinner Dance is no longer available at Holiday Inn. The new date to try for is June 12, 2010. A meeting date for the Special Events Committee was set for February 24, 2010 at 6:00 pm.
- Director Berggren reported on the February 20th Strategic Planning session. The facilitator for the session will be David Seleb. The meeting will begin at 9:30 am in the Parks and Recreation Building. The session will run until 1:30 pm.
- Director Berggren reminded the Board that the outside lighted message sign was tabled until February 2010. The cost of the sign is \$35,000. After

a discussion, it was determined that the cost of the sign would not be included in next year's budget.

- Director Berggren distributed a draft copy of a RFP for an architect; and, asked that the Building and Grounds Committee read through it and be prepared to talk about it at their next meeting. They scheduled a meeting for March 3, 2010 at 5:00 pm.
- Trustee Moore commented on Advocacy efforts for the Systems and the State. He reported that 20,000 emails were sent out to the Governor and Comptroller which resulted in 40% of the systems' money being released.
- The Board discussed the recommendation to accept the bids for the ballasts replacement. After a discussion, it was determined that a representative from Hayes Mechanical will be invited to the next meeting to discuss their bid and the work that they might be doing.

10. New Business for Future Action

- Trustee Gillis made a motion to introduce and table a revision to Section 10.6 of the Personnel Handbook dealing with Family Medical Leave. Seconded by Trustee Shipp. Ayes 6. Nays 0. Motion carried.
- Director Berggren informed the Board the staff was dealing with patron behavior issues where patrons have moved beyond complaints to harassment of the staff in the form of threats and foul language.
- Trustee Gillis made a motion to adjourn into Executive Session for the purpose of "The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body as allowed under Section 2 (c) (1) of the Open Meetings Act" with no need to reconvene. Seconded by Trustee Coleman. Ayes 6. Nays 0.

The Board adjourned to Executive Session at 9:50 pm. The Board adjourned for the evening at 10:20.

Approved, Leana Page Secretary

Minutes Prepared by
Lauretta Benford, Administrative Assistant