

**MINUTES OF THE EVERGREEN PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
Wednesday, February 10, 2010
7:00 PM Library Lower Level**

1. President Kelly Burke called the meeting to order at 7:10. Present also were Trustee Elizabeth Topa, Trustee Deborah Pearson, Trustee Ruth Hansen, Trustee Eugene Tabour, Secretary Kim Shine and Library Director Nicki Seidl. Trustee Ruth McDonald was absent with notification.
2. Ruth Hansen motioned to approve the Minutes of the Regular Meeting of January 13, 2010 was seconded by Elizabeth Topa, and the motion passed unanimously.
3. The Treasurer's Report was presented by Nicki Seidl. A motion was presented by Eugene Tabour and was seconded by Ruth Hansen to file the Treasurer's Report for audit. Elizabeth Topa motioned and was seconded by Eugene Tabour to approve the list of bills payable for February 2010. Both motions made during the Treasurer's Report passed unanimously.
4. **Public Participation:**
 - Mr. Steve Duran was present. He expressed his confidence in the staff, "Great, helpful staff!" He is concerned with cell phone usage in the library, rambunctious teens and people who have beverages near the computers. He also expressed concerns that our reference librarians seem to be overwhelmed with the tasks assigned. His message was appreciated and some background information regarding these topics was provided.
5. **Librarian's Report:**
 - Mary Lou Walsh was out for a week, is back and doing better.
 - Mary Deering and Frank have tutored 43 patrons on computer programs. Suggestions to expand service included adding a small fee, to pay for tutoring costs or looking for grants that would cover the tutor's salary.
 - DCEO grant- \$53,000 –Nicki went downtown to grant application meeting, which was packed. The proposal seeks to upgrade broadband connection from 5 MB to 50 MB, improve wireless access, replace public computers with newer models, and buy 12 mobile laptops for training in productivity software and job skills.
 - HVAC has been changed to better regulate temperature in the meeting room. Burn marks were found on the controllers. Architects P.S. Dewbury are coming to check it out.
 - A public fax service will be initiated at the library. It does not require staff intervention. The saga of the installation continues with the telephone service company.
 - Library is three weeks into a 90 day trial program with Unique Collection Agency. The company will go after people owing fines \$25.00 and up and that are 60 days overdue. Thus far 29 accounts have been submitted and \$353.10 in money and materials has been recouped.
 - A low bid was obtained from Shamrock Decorators for wall coverings and chair rails in Public Meeting Room and Exhibit Conference Room as well as a chair rail in the program room. These were all items "value engineered" out of regular specs when

renovating. The cost is \$8,480.00. The work, if approved by the board, will most likely happen in May.

- Another foul letter was found in the library drop box, but cameras only caught a hooded figure. Nicki was directed to submit the letter to the police anyway.
- Metropolitan Library System is funded by the state which is not doing well. Some funds have been received from the state to preserve system services until at least June 30 (end of fiscal year). A committee has been formed to plan how SWAN members will continue service if MLS shuts down.
- EP. Library has partnered with MHR Garden Club for Garden Walk and a seminar on gardening. A price of \$15 for one day or \$25.00 for two days was established.
- Nicki spoke with EPCHS re: linking library cards and school IDs. The high school agreed and the expiration date will be their graduation date. District 124, neither Diane Cody nor Rita Sparks have returned calls. Parents will still need to sign an internet waiver if their students are going to use computers.
- Nicki will be presenting at the Public Library Association Conference March 20-28. Her topic is "Small Public Library Fundraisers."
- Fire Panel kept going off due to a damaged circuit on 95th Street. This has now been fixed.
- No LSTA Grants. Per Capita grant \$21,260 which is about what we expected (down 16% from previous years).

5. Old Business:

- There was nothing outstanding at this time.

6. New Business:

- Ruth Hansen moved to approve revisions to the Library Meeting Room Use Policy and was seconded by Deborah Pearson.
- In a Resolution to adopt Section 125 Premium Only Plan a vote was taken resulting in 7 ayes, 0 nay votes.
- Ruth Hansen moved to approve the policy on Compliance with the Illinois Freedom of Information Act and was seconded by Deborah Pearson.
- All new business actions were unanimously agreed to.

7. Adjournment:

At 8:47 a motion to adjourn was presented by Trustee Elizabeth Topa and seconded by Trustee Deborah Pearson. This suggestion was unanimously agreed to. The next month's regularly scheduled meeting will take place on March 10, 2010 at 7:00.

Respectfully Submitted,

Kim Hamilton Shine
Secretary, Evergreen Park Library Board