

**Glen Ellyn Public Library Board of Trustees  
Meeting of February 16, 2015  
Board Room, Third Floor**

**CALL TO ORDER:**

President Mulherin called the meeting to order at 7:30 P.M.

**ROLL CALL:**

**Trustees Present:**

President:	John Mulherin	Vice President:	Ran Sailer
Treasurer:	Bob McClow	Secretary:	Sharon Weber
Trustee:	Gina Meyers	Trustee:	Maryl Wesolowski
Trustee:	Kelli Christiansen		

The chair declared that a quorum was present.

**Library Staff Present:**

Library Director:	Dawn Bussey
Business Manager:	Maria Tachna
Adult Services Dept. Head:	Susan DeRonne
Youth Services Dept. Head:	Renee Grassi

**Others Present:**

Chris Crawford – Trustee Candidate  
Barbara Rundell – Trustee Candidate  
Molly McGinnis – Trustee Candidate  
Karen Parkinson

**AUDIENCE PARTICIPATION:**

Hannah Rapp, the Library's Teen Librarian, gave a brief presentation to the Board. Hannah has been the Teen Librarian here for about a year and a half. Hannah highlighted the Late Night Study program for this past winter and its success with around 350 teens in total attending the event, despite the dates having to change to accommodate school closures. Hannah thought the big draw might be the new study rooms on the second floor which many students occupied. Wi-fi usage was doubled the first two days of the program, and most of the additional capacity was being used. Hannah spoke about the Teen Art Contest for new art on the walls of the teen room. She received forty entries, and a winner will be announced February 26<sup>th</sup>. The art work was on exhibit on Sunday, and over 110 people attended the event. Hannah is looking to increase her partnerships with Glenbard West, working with Gilda Ross on Glenbard's parent series book discussions. There will be a total of two more of these, one in March and one in April.

Christina Keasler, Youth Services Tween Librarian, also gave a brief presentation to the Board. Christina has been collaborating with Amy Franco, Adult Programming Librarian, on the Library's application for the Story Corps Grant. Ten libraries will be awarded this grant and will receive equipment, training, promotional materials and other resources to help them develop community documentation projects using the popular and unique facilitated StoryCorps interview model. Christina is currently working on creating a separate middle school collection allowing readers to become more aware of book selection as well as the changing content while also responding to Ben Franklin's problem based learning asking what students would want at

the library. Christina has been deep into planning a for the Library's 2<sup>nd</sup> Annual STEAM Fair which takes place at the end of February.

### **MINUTES OF PREVIOUS MEETING:**

Trustee Wesolowski moved **to accept the minutes of the regular Library Board meeting on January 19, 2015. Motion Seconded and Carried - Voice Vote Unanimous.**

### **COMMUNICATIONS:**

The Board reviewed the monthly correspondence.

### **OFFICER'S REPORT:**

Treasurer McCloy reported on the financials this month. There were several sets of financial documents, one reporting on invoices paid in February, but accrued back to last fiscal year, and one reporting new year expenditures for the month. Of particular note this month, \$59,614.83 was paid to Shales McNutt from the BEM Fund and \$21,863 was paid to Bott Roofing for removing 8 ft. of snow which built up on the roof in the valley of the west end.

### **FINANCIAL REPORTS:**

Treasurer McCloy moved **to authorize expenditures for goods and services totaling \$165,975.36 as listed in the February 2015 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous.**

Treasurer McCloy moved **to accept the January 2015 Revenue and Fund Summary Report, February Accruals, and February 2015 Expenditure Reports. Motion Seconded and Carried – Voice vote Unanimous.**

### **LIBRARIANS' REPORTS:**

Director Bussey reviewed various library statistics for the month. Some changes have been made to the statistical report. A line for E-Materials has been added as well as a line for study room usage. The lines for EZ proxy hits will be eliminated as database usage gives the Library a more in depth look at which databases are being used. Visits to the Library decreased 3% for the month, 3% for the year, however, loans of material increased 6% for the month, reference inquiries decreased 1% for the month, adult database usage increased 120% for the month while youth database usage increased 28% for the month, Self-Check usage increased 92% for the month, and outreach increased 450% for the month.

The Circulation Department will start renewing library cards automatically next month. A post card will be sent to alert the member of their new status and to verify their Glen Ellyn residency. If the post card is returned because the person has moved, the library account will be deleted. Some cleaning up of the database and deleting old accounts has occurred in order to avoid unnecessary mailings.

Fiber optic lines are being put in for Linc so the catalog will travel through fiber optics rather than T1 lines. This should give the Library better consistency with the catalog.

The Friends are planning an opening reception for the 2015 Freedom Riders exhibit which will take place Friday, March 20<sup>th</sup> after hours and by invitation only. This event is a joint effort of the Friends and Foundation, and will be used to thank past donors.

Treasurer McCloy **moved to accept the Librarian's Report. Motion Seconded and Carried - Voice Vote - Unanimous.**

## **NEW BUSINESS:**

### **Illinois Public Library Annual Report FY13:**

Trustee Wesolowski moved to approve the Illinois Public Library Annual Report for the Glen Ellyn Public Library for FY2013 and authorize the signatures of the approved draft by the appropriate Library Trustees. Motion Seconded and Carried – Roll Call Vote Unanimous.

### **Approval if LINC 2015/2016 Operating Budget:**

The Board reviewed the LINC 2015/2016 operating budget. Vice President Sailer moved to approve the Library's contributions to the LINC budget. Motion Seconded and Carried – Voice Vote – Unanimous.

## **EXECUTIVE SESSION:**

At 8:32, Vice President Sailer moved to adjourn the Library Board Meeting and move into executive session for the purpose of Semi-Annual review of previous minutes being held in executive session. Motion Seconded and Carried – Voice Vote Unanimous.

Meeting adjourned at 8:39

Maria Tachna  
Business Manager