

**Glen Ellyn Public Library Board of Trustees**  
**Meeting of April 20, 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
Interim Treasurer:	Maryl Wesolowski	Secretary:	Sharon Weber
Trustee:	Gina Meyers	Trustee:	Kelli Christiansen

The chair declared that a quorum was present.

**Trustees Absent:**

Bob McCLOW

**Library Staff Present:**

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

**Others Present:**

Chris Crawford – Trustee Candidate  
Barbara Rundell – Trustee Candidate  
Jill Clouse – Trustee Candidate  
Mark Luginbill

**AUDIENCE PARTICIPATION:**

Tiffany Nash from Product Architect + Design gave a brief presentation to the Board. Tiffany discussed the 1<sup>st</sup> floor Youth Department renovations. Tiffany went over the existing floor plan, comparing it to the new plan as well as showing renderings to showcase some of the changes which will be taking place. Picture books will be pushed back toward the back of the department, offering more activity areas as well as more seating and storage space. There will be a special area for early readers toward the back of the department which will include larger seating to accommodate parents with small children. A new junior high or Tween room will be created which will work much the same as the teen room on the 2<sup>nd</sup> floor. Some lighting will be replaced with LED lights, but existing lighting will be used as well.

Jamie Simmons, the Library's Materials Processing Department Head, gave a brief presentation to the Board. The materials processing department has been working with the youth department to create a more member friendly way of showcasing the library's youth collections. Board books have been redone, now being shelved by actual call number instead of multicolored dots. The Easy Reader section has also been redone, using different level stickers on the spine, and instead of being shelved just by call number, they are now being shelved according to reading level as well. During the youth department remodel, the materials processing department will be working on the picture book collection and organizing it categorically or by subject instead of by the author.

## **MINUTES OF PREVIOUS MEETING:**

Secretary Weber moved to accept the minutes of the regular Library Board meeting on March 16, 2015. Motion Seconded and Carried - Voice Vote Unanimous.

## **COMMUNICATIONS:**

The Board reviewed the monthly correspondence.

## **OFFICER'S REPORT:**

Interim Treasurer Wesolowski reported on the financials in April. Of particular note this month, \$65,945.57 was paid to Shales McNutt for the final payment of the second and third floor renovations, \$7,539.69 was paid to CDW for replacement computer equipment, and \$2,750 was paid to Delta Controls for the quarterly service agreement.

## **FINANCIAL REPORTS:**

Interim Treasurer Wesolowski moved to authorize expenditures for goods and services totaling \$338,003.97 as listed in the April 2015 Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous.

Interim treasurer Wesolowski moved to accept the March 2015 Revenue and Fund Summary Report, and the April 2015 Expenditure Reports. Motion Seconded and Carried – Voice vote Unanimous.

## **LIBRARIANS' REPORTS:**

Director Bussey reviewed various library statistics for the month. Visits were slightly down in March compared to last year. This is most likely due to the STEAM Fair being held in March last year as opposed to February this year. Loans of Material is not adding up correctly and should be 61,040 total instead of 54,912. This would give loans of material a 5% increase over last year. Adult database usage increased 33% for the month, 55% for the year, youth database usage increased 141% for the month, 58% for the year, outreach programming increased 1397% for the month, WIFI logins increased 58% for the month, and self check usage increased 68% for the month.

The Library server which effected the public computers failed over the weekend. IT staff were able to create a workaround in a short amount of time, leaving Library members without access for just one day. Though the print release system was not working, the Library was able to let members print for free at the information desk. A consultant came in after the weekend to help get the server back up and running. Once everything is back to working order, IT will migrate the public computers back. IT will be ordering a new server and using this one as a backup.

Vice President Sailer moved to accept the Librarian's Report. Motion Seconded and Carried - Voice Vote - Unanimous.

## **NEW BUSINESS:**

### **American Flag Distribution:**

Interim Treasurer Wesolowski moved to the Anan Harmon Chapter of the Daughters of the American Revolution to distribute information about the American Flag on Saturday, June 13, 2015. – Voice Vote Unanimous.

### **Resignation of Officers:**

President Mulherin resigned as Board President of the Glen Ellyn Public Library effective the evening of April 20, 2015. Vice President Sailer will be acting President.

Meeting adjourned at 9:05

Maria Tachna  
Business Manager