



**REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE METROPOLITAN LIBRARY SYSTEM – CHICAGO OFFICE**

February 20, 2006

CALL TO ORDER/ROLL CALL OF THE BOARD OF DIRECTORS/INTRODUCTION OF GUESTS

Pam Gaitskill called the meeting to order at 3:12 p.m. Director Vaughan called the roll and the following Board Members were present to establish a quorum.

Peg Blasage
Susan Chenoweth
Pam Gaitskill
Janet Kelenson
Henry Latzke
Myra Mahlke
Jan Schmutde

Thomas Read
Susan Siebers
Elder Michael Horton (arrived at 3:30 p.m.)
Connie Tapia
Jim Vaughan
Paul Whitsitt

Absent: Elliot Spiegel and Sandra Taeuber.

Also present were Shawn Strecker, SWAN Representative, MLS staff members Alice Calabrese, Dean Bryan, Sue Pasetti, Scott Remmenga, David Seleb, Su Bochenski and Dorothy Kovacs.

PROCEDURAL/CONSENT ITEMS

The following items were approved by the MLS Board:

Procedural/Consent Agenda

- a. Approval of Agenda
- b. Acceptance of the January 20, 2006 MLS Board Meeting Minutes (Exhibit A.1-A.5)

Peg Blasage moved, seconded by Paul Whitsitt, to:

APPROVE THE CONSENT AGENDA

The other Board members present agreed. Motion carried.

ACTION ITEM #1

Myra Mahlke moved, seconded by Susan Siebers, to:

- a. Approve payment of bills for January 2006 in the amount of \$141,641.10 (Exhibits B.1-B.15)
- b. Approve the balance sheet and detail of expenditures for January 2006. (Exhibits C.1-C.12)

A voice vote of 12 yes, 0 no, and 3 absent was taken. Motion carried.

ACTION ITEM #2

Salary Schedule Changes (distributed at the meeting)

Alice distributed MLS organizational charts and reviewed the changes presented to each staff member affected on Wednesday, February 15, 2006 and then again at a staff meeting held on Thursday, February 16, 2006. There is presently an open position of Director of Consulting and CE. There was also a review of the salary classification schedule.

MLS has recently been informed of a budget cut whereby MLS would lose \$89,000.00. We are hoping it will be restored. Library Day in Springfield is March 1, 2006. At the next Quarterly, we will begin a discussion with the members about the services and what they find to be invaluable.

(Elder Michael Horton arrived at 3:30 p.m.)

Myra Mahlke moved, seconded by Janet Kelenson,

THAT THE BOARD OF DIRECTORS APPROVE THE SALARY
SCHEDULE CHANGES AS SUBMITTED.

A voice vote of 13 yes, 0 no, and 2 absent was taken. Motion carried.

ACTION ITEM #3

New Member Application – The Cooking and Hospitality Institute of Chicago (Exhibits D.1-D.6)

Myra Mahlke moved, seconded by Janet Kelenson,

THAT THE BOARD OF DIRECTORS ACCEPT THE APPLICATION
FOR MLS MEMBERSHIP FROM THE COOKING AND HOSPITALITY
INSTITUTE OF CHICAGO

A voice vote of 13 yes, 0 no, and 2 absent was taken. Motion carried.

INFORMATIONAL ITEM #1

Annual Meeting Update

The MLS Annual Meeting will be held on Monday, April 10, 2006 from 9:00 a.m. to 3:30 p.m. at the Gleacher Center, 450 North Cityfront Plaza Drive, Room 621, Chicago, Illinois 60611. A buffet lunch will be served. A brief Annual Meeting of approximately one-half hour will take place and will be followed by Strategic Planning activities.

INFORMATIONAL ITEM #2

HVAC Update

VAV boxes are to be replaced. Originally installed boxes are inadequate. No additional payments will be made until the final walk through.

INFORMATIONAL ITEM #3

Budget Update

A Finance Committee meeting is scheduled for the day of the March 20th Board Meeting. Scott attended a meeting at ISL with business managers of the other systems. The purpose is to update the accounting manual. Scott will address any changes when he meets with the Finance Committee. To date, Alliance, Lewis & Clark, PALS, and Shawnee have met with the Inspector General for an audit. DLS will have their meeting in March. MLS has not been contacted on our audit as yet.

INFORMATIONAL ITEM #4

Chicago Office Building Lease Update (Exhibits E.1-E.3)

There is a letter and offer about extending our lease on the suite on the 6th floor of the Michigan Avenue building in Chicago. U.S. Equities is showing Suite 400 as a rental.

INFORMATIONAL ITEM #5

Strategic Plan Update (Exhibit F.1)

This exhibit is a list of the members of the Strategic Plan Steering Committee. Alice went through the list for the Board giving a little background on each of the members of the Steering Committee. The Strategic Plan process should culminate in May, 2006.

INFORMATIONAL ITEM #6

Board Election Update (Exhibits G.1-G.2)

Alice brought up a reminder to begin the process of the Board elections. The Chairman will appoint the nominating committee. Board members whose terms are expiring are Myra Mahlke, Elder Michael Horton, Peg Blasage, and Jim Vaughan. Chairman Pam Gaitskill will be retiring so there is a need for someone to fill in her term for one year. All of the present public library trustees on the Board are from pretty large libraries. Also, most of the Board members are from the north with none from the south. Most of the represented libraries are not SWAN members. Chairman Gaitskill will do a little recruiting on her own for the south area and SWAN members. She has also mentioned this at zone meetings. We will be keeping this item on the agenda. Several people are willing to step aside if new people are willing to join the Board.

Reports

- a. Report of the Illinois State Library (Presidents' Holiday today. Karen Egan did not join us)
- b. MLS Advisory Committee Minutes dated October 26, 2006 (Exhibits H.1=H.5)
Some items discussed include:
 - Strategic Long Range Planning
 - Joint Reference Meeting
 - Training Component for Membership Criteria
 - Activities Related to Tax Cap
 - Zone Reports

c. Report of the Executive Director

Some items covered in the Executive Director's report.

- Alice reported that a new Academics Advisory and a new Specials Advisory has been formed. They will meet every other month.
- MLS reorganization
- The Gates Foundation meeting in Washington, D.C.
- OCLC Users Council
- A presentation was done by the Executive Director at a dinner of the Committee of 100

d. Report of the SWAN Council Representative

Shawn Strecker said Dean and his staff have been working very hard with Innovative. She has volunteered for the SWAN Computer Fund #4. They are looking at different funding models. They are looking at a scenario of changing vendors. The second scenario is rethinking the model of SWAN. They are looking at doing a three-tiered SWAN model. They will be talking to some other consortiums. They are looking to shake things up again. Their two biggest issues have been resolved. Innovative writes software for us to use in lending material to other libraries. With every release of any software from any vendor, there are problems.

e. Staff Reports (Exhibit I.1-I.9) (with additional reports attached to these minutes)

CORRESPONDENCE

- a. Letter from the River Forest PL regarding Millennium software (Exhibits J.1-J.2)
- b. Letter from the Cicero PL regarding reciprocal borrowing (Exhibits K.1-K.2)
- c. Letter from Hinsdale PL thanking Kathryn Deiss and Merri Monks for speaking at their Staff Development Day (Exhibit L.1)

ADJOURNMENT

Peg Blasage moved, seconded by Connie Tapia, that:

THE BOARD MEETING BE ADJOURNED

A voice vote of 13 yes, 0 no, 2 absent was taken. Motion carried.

The meeting adjourned at 4:45 p.m.

Minutes prepared by Dorothy Kovacs
Respectfully submitted,

dk

Jim Vaughan, Secretary