



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

April 17, 2006

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

Pam Gaitskill called the meeting to order at 3:15 p.m. The roll was called and the following Board Members were present to establish a quorum.

Peg Blasage
Susan Chenoweth
Pam Gaitskill
Janet Kelenson
Henry Latzke
Myra Mahlke (via VTEL)

Tom Read
Jan Schmutde
Susan Siebers
Elliot Spiegel
Connie Tapia
Paul Whitsitt

Absent: Jim Vaughan, Sandra Taeuber and Elder Michael Horton

Also present were MLS staff members Alice Calabrese, Dean Bryan, Sue Pasetti, Scott Remmenga, 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 March 20, 2006 MLS Board Meeting Minutes

Peg Blasage moved, seconded by Connie Tapia, to:

APPROVE THE CONSENT AGENDA

The other Board members present agreed. Motion carried.

ACTION ITEM #1

- a. Approval of the payment of bills for March 2006 in the amount of \$243,265.14
- b. Balance sheet and detail of expenditures for March 2006

Myra Mahlke moved, seconded by Henry Latzke, that it be

**RESOLVED, THAT THE BOARD OF DIRECTORS APPROVE THE
PAYMENT OF BILLS FOR MARCH 2006 IN THE AMOUNT OF
\$243,265.14, AND ACCEPT THE BALANCE SHEET AND DETAIL
OF EXPENDITURES FOR MARCH 2006**

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

ACTION ITEM #2

Approval of Delivery Van Bid

Henry Latzke moved, seconded by Paul Whitsitt, that it be

RESOLVED, THAT THE BOARD OF DIRECTORS ACCEPT THE BID FROM RENDEL'S IN THE AMOUNT OF \$23,363.93 FOR THE PURCHASE OF A 2006 DELIVERY VAN.

A voice vote of 11 yes, 0 no, 1 abstain, and 3 absent was taken. Motion carried.

ACTION ITEM #3

Approval of Parking Lot Repair Quote

Henry Latzke moved, seconded by Janet Kelenson, that it be

RESOLVED, THAT THE BOARD OF DIRECTORS APPROVE THE QUOTE FROM PAVE MAN, INC. IN THE AMOUNT OF \$22,526.00 TO REPAIR DAMAGE, APPLY CRACK FILLING, SEALCOAT AND STRIPE THE REAR PARKING LOT OF THE BURR RIDGE BUILDING.

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

ACTION ITEM #4

Approval of Agreement for Full SWAN Participation

Janet Kelenson moved, seconded by Connie Tapia, that it be

RESOLVED, THAT AUTHORIZATION BE GRANTED TO EXECUTE THE USUAL CONTRACT FOR FULL SWAN PARTICIPATION BETWEEN MLS AND THE BROOKFIELD PUBLIC LIBRARY

A voice vote of 11 yes, 0 no, 1 abstain and 3 absent was taken. Motion carried.

ACTION ITEM #5

Approve Strategic Plan Work By CBR Consulting

Peg Blasage moved, seconded by Janet Kelenson, that it be

RESOLVED, THAT AUTHORIZATION BE GRANTED FOR WORK DONE BY CBR CONSULTING ON THE MLS STRATEGIC PLAN IN AN AMOUNT NOT TO EXCEED \$5,000.00

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

INFORMATIONAL ITEM #1

Executive Session

Peg Blasage moved, seconded by Henry Latzke, to go into

Executive Session at the hour of 3:40 p.m. for the purposes of discussing "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body." 5ILCS 120/2(c)(1).

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

INFORMATIONAL ITEM #2

Reconvene from Executive Session into General Session

Peg Blasage moved, seconded by Henry Latzke, to reconvene from executive session into general session at the hour of 4:10 p.m.

All members present said aye. Motion carried.

INFORMATIONAL ITEM #3

HVAC Update

Scott reported the installation of the HVAC System is complete.

INFORMATIONAL ITEM #4

Board Election Update

The slate of candidates for the upcoming MLS Board elections was distributed at the meeting. Following is a list of those candidates.

Sylvia M. Jenkins from Moraine Valley Community College
Firouzeh F. Logan from University of Illinois in Chicago
Margaret A. Blasage from Brookfield Public Library
Shirley R. Biery from Beecher Community Library
Milfred L. Moore from Matteson Public Library
Jeana R. Mays-Browne from Glenwood-Lynwood Public Library District
Myra Mahlke from Woodridge Public Library
Angela Dixon from Glenwood-Lynwood Public Library

There are two (2) Academic positions vacant and three (3) Public positions vacant.

Petitions for inclusion to the slate of Candidates may be made upon submission of written petitions of ten (10) Member Libraries represented by the type of library System Board position to be filled. Such petitions, accompanied by written acceptance of the nominee, must be emailed to the System Board Secretary, Jim Vaughan at j-vaughan@uchicago.edu. Deadline for petitions for inclusion on the Slate of Candidates is Thursday, May 18, 2006 at 12:00 p.m.

Voting for the FY2007 Board will begin May 19, 2006 and will end on June 16, 2006. Election information will be emailed to the membership as well as posted to the MLS website.

INFORMATIONAL ITEM #5

Finance Committee Report (MLS Budget Fiscal Year 2007)

Scott Remmenga reported that the full budget will be brought to the May Board Meeting for approval. The MLS Finance Committee discussed and recommended the following: Final approval by the MLS Board will occur at the May Board meeting.

- Salary increases
- Adjustment to the salary schedule
- MLS health insurance changed to LIMRiCC as of 7/1/06.
- Salary study adjustments with the General Fund to pay the costs of SWAN employees for the FY2007 year

Reports

a. Report of the Illinois State Library (Alice Calabrese reported)

- “Ask Away” is an Illinois State Library web-based reference project. Approximately 120 libraries will begin using the OCLC web-based reference software with a kick-off planned in May.
- The Center for the Book Fair will be held in Springfield, November 16-18, 2006 with author events and a book sale at the State Library. A fundraiser is planned for September 18th and will be a Murder Mystery Dinner.
- For the second year the ISL will sponsor an “Emerging Writers Competition” for poetry and short stories.
- The ISL has offered grants to member libraries interested in participating in SWAN.
- A Delivery Task Force will review the statewide routes and determine new and innovative ways to provide the service.
- Alice Calabrese and President Pam Gaitskill attended the System Presidents and Directors meeting in Springfield. A presentation was made by staff from the Office of Budget Management.

b. MLS Advisory Committee Minutes dated February 22, 2006

Highlights from that meeting include:

- Discussion was held on a possible \$90,000.00 budget cut for MLS
- MLS staffing changes
- Strategic Plan Steering Committee membership roster
- Plans for Library Day in Springfield on March 1, 2006
- MLS Quarterly Meeting Agenda – March 2, 2006
- MLS Annual Meeting – April 10, 2006
- MLS Awards

c. Report of the SWAN Director (Dean Bryan) as well as SWAN Council Minutes are attached

In answer to a question from a Board member, Dean Bryan reported:

- Current projects and upgrades
- Innovative’s contract comes up for renewal next year. Members will have vendor demos to determine membership desires as to whether our contract is renewed.

d. Staff Reports (reports attached to these minutes)

CORRESPONDENCE

- a. Thank you letter to Alice Calabrese from Jane Miller, Retiring Director of the Palos Park Public Library
- b. Thank you letter to Alice Calabrese from Debbie King, Trustee at the Forest Park Public Library

ADJOURNMENT

Peg Blasage moved, seconded by Connie Tapia, that:

THE BOARD MEETING BE ADJOURNED

Unanimous voice vote carried.

The meeting adjourned at 4:35 p.m.

Minutes prepared by Dorothy Kovacs
Respectfully submitted,

dk

Jim Vaughan, Secretary