



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

May 15, 2006

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

Pam Gaitskill called the meeting to order at 6:45 p.m. The roll was called and the following Board Members were present to establish a quorum.

Peg Blasage	Connie Tapia
Susan Chenoweth	Jim Vaughan
Pam Gaitskill	Paul Whitsitt
Henry Latzke	Elder Michael Horton (arrived 6:35 p.m.)
Myra Mahlke	Janet Kelenson (arrived 6:40 p.m.)
Tom Read	Susan Siebers
Jan Schmudde	

Absent: Sandra Taeuber and Elliot Spiegel.

Also present were MLS staff members Alice Calabrese, Dean Bryan, Sue Pasetti, Scott Remmenga, David Seleb, and Dorothy Kovacs. Others in attendance were Karen Egan of the Illinois State Library, Janice Fisher, MLS Advisory Committee Representative, and Sophia Anastos of the River Grove Public Library, SWAN Council Representative.

PROCEDURAL/CONSENT ITEMS

The following items were approved by the MLS Board:

Procedural/Consent Agenda

- a. Approval of Agenda
- b. Acceptance of the April 17, 2006 MLS Board Meeting Minutes

Peg Blasage moved, seconded by Thomas Read, to:

APPROVE THE CONSENT AGENDA

Voice vote carried unanimously.

ACTION ITEM #1

- a. Approval of the payment of bills for April 2006 in the amount of \$156,975.98 (Exhibits B.1-B.14)
- b. Balance sheet and detail of expenditures for April 2006

Myra Mahlke moved, seconded by Janet Kelenson that it be

RESOLVED, THAT THE BOARD OF DIRECTORS APPROVE THE PAYMENT OF BILLS FOR APRIL 2006 IN THE AMOUNT OF \$156,975.98 (Exhibits B.1-B.14) , AND ACCEPT THE BALANCE SHEET AND DETAIL OF EXPENDITURES FOR

APRIL 2006 (Exhibits C.1-C.12).

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

ACTION ITEM #2

MLS to Join LIMRiCC PHIP

Myra Mahlke moved, seconded by Jan Schmudde, that it be

RESOLVED, THAT THE BOARD OF DIRECTORS APPROVE
METROPOLITAN LIBRARY SYSTEM MEMBERSHIP IN
LIMRiCC PHIP

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

ACTION ITEM #3

Executive Session

Board members agreed that an

Executive Session be called at the hour of 6:52 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).

ACTION ITEM #4

Reconvene from Executive Session into General Session

The MLS Board reconvened from Executive Session into General Session at the hour of 7:20 p.m.

Peg Blasage moved, seconded by Elder Michael Horton, to award Alice Calabrese a bonus of \$5,000.

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

ACTION ITEM #5

Finance Committee Recommendations

Myra Mahlke moved, seconded by Susan Siebers, that it be

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM ACCEPT
THE RECOMMENDATIONS OF THE FINANCE COMMITTEE FOR
SALARY INCREASES FOR FISCAL 2007 WHICH INCLUDE:

- 4% COLA (COST OF LIVING ADJUSTMENT)
- RANGE OF MERIT INCREASE FROM 0% TO 3%

Myra Mahlke further moved, seconded by Peg Blasage, that it be

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM ACCEPT THE
RECOMMENDATION OF THE FINANCE COMMITTEE FOR
33% OF THE RECOMMENDED SALARY SCHEDULE ADJUSTMENT

FOR STAFF THAT HAVE MET THE REQUIRED CRITERIA TO BE PAID IN FULL BY THE GENERAL FUND IN FY07.

Myra Mahlke further moved, seconded by Janet Kelenson, that it be

RESOLVED THAT THE METROPOLITAN LIBRARY SYSTEM ACCEPT THE RECOMMENDATION OF THE FINANCE COMMITTEE THAT THE FULL MLS BOARD APPROVE THE SALARY SCHEDULE TO BE INCREASED BY 3% FOR A COST OF LIVING ADJUSTMENT.

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

RESOLVED THAT THE METROPOLITAN LIBRARY SYSTEM ACCEPT THE RECOMMENDATION OF THE FINANCE COMMITTEE THAT THE BUDGET FOR FISCAL YEAR 2007 BE APPROVED (Exhibits D.1-D.9).

A voice vote of 13 yes, 0 no, and 2 absent was taken and was intended to cover all of the above motions. Motion carried.

ACTION ITEM #6

New Member Application – Merit School of Music (Exhibits E.1-E.3)

Peg Blasage moved, seconded by Paul Whitsitt, that it be

RESOLVED, THAT THE BOARD OF DIRECTORS ACCEPT THE APPLICATION FOR MLS MEMBERSHIP FROM THE MERIT SCHOOL OF MUSIC LIBRARY.

All members cast previous roll call vote with no objections. Motion carried.

INFORMATIONAL ITEM #1

Washington D.C. Legislative Day Report (Janet Kelenson)

Board member, Janet Kelenson, distributed a report to the other Board members of National Legislative Advocacy Day held in Washington D.C. on May 2, 2006. Some highlights of Janet's report include:

1. Appropriations, including LSTA (Library Services and Technology Act), funding to improve literacy in school libraries and funding so that the EPA libraries can continue to operate. There is an EPA library in Chicago.
2. Telecommunications, including E-rate, universal service, and net neutrality.
3. Copyright

The Board thanked Janet for her report.

INFORMATIONAL ITEM #2

Illinois State Library LLSAP Grant

Dean Bryan reported that the Illinois State Library gave MLS non-SWAN libraries an opportunity to join LLSAP. MLS then contacted all of the non-SWAN public libraries and Thornton Public Library and Brookfield Public Library accepted. Karen Egan stated funds from the Live and Learn fund and

Educate and Automate fund along with funds collected from license plate sales as well as a few other sources of funding went into this pot.

INFORMATIONAL ITEM #3

Board Election Update

Emails will go out to members announcing voting for open seats on the MLS Board of Directors will be done online via the MLS website at <http://fs8.formsite.com/mlsystem/form549026343/index.html> from Friday, May 19, 2006 until Friday, June 16, 2006 at 12:00 p.m.

Voting will be for two (2) Academic Board Directors

Academic Directors running:

Sylvia M. Jenkins, Moraine Valley Community College
Firouzeh (Fifi) F. Logan, University of Illinois, Chicago

and three (3) Public Library Board Directors.

Public Directors running:

Shirley R. Biery, Beecher Community Library
Margaret A. Blasage, Brookfield PL
Angela Dixon, Glenwood-Lynwood PL
Myra Mahlke, Woodridge PL
Jeana R. Mays-Browne, Glenwood-Lynwood PL
Milfred L. Moore, Matteson PL

MLS Bylaws state that “No more than one director shall be elected or serve from any one participating library at any one time.”

INFORMATIONAL ITEM #4

Strategic Plan Update

The MLS current Long Range Plan was distributed to the Board and Alice Calabrese summarized the Long Range Plan activities and reviewed the contents of that plan.

MLS contracted with CBR Consulting to facilitate using Appreciative Inquiry

- Created a Steering Committee
- Conducted a Staff summit
- Conducted a Board summit
- Conducted a Steering Committee summit
- Conducted a member summit

Five potential strategies have been identified during the planning process:

- Advocacy/Marketing
- Knowledge Sharing
- Learning
- Resource Sharing
- Technology

MLS will continue to take all the data and mind-mapping and develop the Strategic Plan that the MLS Board will be able to approve.

INFORMATIONAL ITEM #5

FY2007 Per Capita Grant

MLS is in the process of preparing our FY2007 Per Capita Grant Application for submission to the Illinois State Library by the deadline of June 2, 2006.

Reports

- a. **Report of the Illinois State Library** – Karen Egan of the ISL reported the following:
 1. Complemented MLS on their Strategic Planning and said that the ISL is on the same path in their Strategic Plan.
 2. Two Institutes this summer for school and public libraries:
 - School/Public Library Institute is one week long and held at the campus of Bradley University in Peoria. Librarians from Berwyn, Forest Park, Homewood, Park Forest, Steger-South Chicago Heights, Chicago Heights and Flossmoor SD161 will attend. MLS members make up approximately 1/5 of the audience this year.
 - Small Public Library Management Institute for Public Library Directors on skills that a Library Director needs if they are new. It is a one-week program. Attendees will include librarians from Blue Island, Steger-South Chicago Heights, and Summit Public Libraries.
 3. Regarding the LSTA grant applications, ISL has received 114 letters of intent from MLS member libraries. ISL received a total of 750 with MLS submitting approximately 1/7 of them. The applications are due this week.
- b. **MLS Advisory Committee Minutes dated March 22, 2006**
Highlights from that meeting include:
 - ILA Award Nominations
 - Library Day March 1, 2006 Evaluation
 - Update on Library Referendums
 - PLA Brainstorming on Speakers, Best Practices, etc.
 - Strategic Plan Update/MLS Annual Meeting
 - Burned DVD's Issue
 - Summary of Trustee Focus Groups
- c. **Report of the Executive Director** (Report is attached to these minutes)
Highlights from her report include:
 - Preparation of the MLS Area and Per Capita Grant for fiscal 2007
 - Preparation of the FY07 budget
 - Work with the Steering Committee on our strategies for the next three years
 - Report of the Trustee Focus Groups
 - Begun work on the yearly process of staff evaluations
 - Working with the Oak Park PL on their selection process for a new Executive Director
- d. **Report of the SWAN Council Representative** (Report of the SWAN Director (Dean Bryan) is attached)
Sophia Anastos then submitted a brief report on SWAN Council activities. That report is also attached to these minutes and was distributed to Board members.
- e. Staff Reports (reports attached to these minutes)

ADJOURNMENT

Peg Blasage moved, seconded by Connie Tapia, that:

THE BOARD MEETING BE ADJOURNED

Unanimous voice vote carried.

The meeting adjourned at 8:20 p.m.

Minutes prepared by Dorothy Kovacs
Respectfully submitted,

dk

Jim Vaughan, Secretary