



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

March 19, 2007

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

Vice President Susan Siebers called the meeting to order at 5:45 p.m. The roll was called and the following Board Members were present to establish a quorum.

Peg Blasage
Susan Chenoweth
Sylvia Jenkins
Janet Kelenson
Henry Latzke
Fifi Logan
Myra Mahlke
Milfred Moore (absent)

Tom Read (absent)
Jan Schmutte
Susan Siebers
Elliot Spiegel (absent)
Connie Tapia
Paul Whitsitt (absent)

Absent: Elliot Spiegel, Tom Read, Paul Whitsitt, and Milfred Moore

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

Other guests: Neil Kelley, Illinois State Library; Jamie Bukovac, Indian Prairie Public Library (SWAN Co-Chair); Kathy Parker, Glenwood-Lynwood Public Library (Advisory Co-Chair).

CONSENT AGENDA

- a. Approval of Agenda
- b. Acceptance of the February 26, 2007 MLS Board Meeting Minutes (Exhibits A.1-A.4)
- c. Approval of the payment of bills for February 2007 in the amount of \$280,246.66 (Exhibits B.1-B.11)
- d. Balance sheet and detail of expenditures for February 2007 (Exhibits C.1-C.13)

Per the request of a Board member, the consent agenda was separated into segments for approval.

Myra Mahlke moved, seconded by Fifi Logan, that it be

RESOLVED, THAT THE MLS BOARD OF DIRECTORS
APPROVE THE AGENDA FOR THE MARCH 19, 2007
MEETING AS PRESENTED.

All members present said aye. Motion carried.

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

RESOLVED, THAT THE MLS BOARD OF DIRECTORS
APPROVE THE MINUTES FROM THE FEB. 26, 2007
MLS BOARD MEETING AS SUBMITTED.

Roll call of 7 yes, 0 no, 4 abstain and 4 absent was taken. Motion carried.

Susan Chenoweth moved, seconded by Fifi Logan, that it be

RESOLVED, THAT THE MLS BOARD OF DIRECTORS APPROVE THE PAYMENT OF BILLS AND BALANCE SHEET OF MLS FOR FEBRUARY 2007 AS SUBMITTED.

Roll call of 11 yes, 0 no, and 4 absent was taken. Motion carried.

ACTION ITEM #1

MLS Reciprocal Access Policy

Fifi Logan moved, seconded by Jan Schmudde, that it be

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM BOARD OF DIRECTORS APPROVE THE MLS RECIPROCAL ACCESS POLICY AS SUBMITTED.

Roll call of 11 yes, 0 no, and 4 absent was taken. Motion carried.

ACTION ITEM #2

Sick Leave Policy Change

Suggested revision states that sick leave shall be earned at the rate of one day per month worked cumulative to 180 working days. No payment for unused sick leave upon termination of employment; however, unused, unpaid sick leave may be used as a credit for service under IMRF up to the maximum allowed.

Henry Latzke moved, seconded by Connie Tapia, that it be

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM BOARD OF DIRECTORS APPROVE THE CHANGES TO THE MLS SICK LEAVE POLICY AS SUBMITTED.

Roll call of 11 yes, 0 no, and 4 absent was taken. Motion carried.

DISCUSSION ITEM #1

MLS Board Elections Update – 2007

It was reported that Mary Sue Brown, chair of the Nominating Committee, is taking applications for the next MLS Board election. Nomination applications are due via email by Thursday, April 5, 2007.

DISCUSSION ITEM #2

Chicago Office PC Lab

David Seleb reported on a meeting the Consulting Staff had with Micro Tek on Monroe Street in Chicago. A document comparing costs of maintaining a PC lab at the Chicago office as opposed to renting lab space from Micro Tek is attached as Exhibit F.1 to the Board packet dated March 19, 2007. It is felt that a site in Chicago that MLS is committed to is very important. We just need to work out technical issues and technical support. Dominican University is committed to using the PC lab through May 2007. We hope to have others renting our lab space as well.

INFORMATIONAL ITEM #1

Illinois Library Day Update - April 19, 2007

Everyone is being encouraged to attend. Alice Calabrese will be driving the System van and said anyone wishing to go is welcome to go with her. There will also be a bus going down as well. There is a breakfast planned and a dinner planned. The biggest issue is the filtering bill.

INFORMATIONAL ITEM #2

Metropolitan Library System Foundation Status as a 501(C)(3) Organization

Alice Calabrese reported that we need to have a discussion in April about determining members of this Board. The April Board meeting will be held in Chicago. We will need to meet ½ hour earlier to elect officers for the foundation.

INFORMATIONAL ITEM #3

Library Links Grant from the Praxair Foundation

Alice Calabrese reported that Praxair Foundation applied for a grant in the past for Indian Prairie PL and would like to apply for a grant for MLS. Grant money would be used in a technical area and in the area of training. This grant has been applied for by Crystal Megaridis, Director of the Praxair Inc. library. Crystal is also a Trustee at the Indian Prairie PL.

INFORMATIONAL ITEM #4

Reavis High School

Dean Bryan reported that SWAN was notified in writing that Reavis High School will be leaving the consortium. We acknowledged their letter saying that we were sorry that they were leaving. We also enclosed a copy of the agreement reminding them that they pay any costs incurred in leaving the System, which includes SWAN staff time that will be spent in removing Reavis from SWAN and, also, Innovative charges.

Reports

- a. **SWAN Report** – Jamie Bukovac, Indian Prairie PL Director and SWAN Co-Chair, gave the SWAN report. Following are some of the highlights from her report:
 - Jamie attended the Innovative Public Library Symposium last month with Dean Bryan and stated it was a great opportunity to interact with other users. It was very enlightening.
 - Jamie is also an Ex-Officio member of the SWAN Governance Study Group (GSG). They are looking at seven or eight different models of government. Two MLS Library Directors came to a SWAN GSG meeting and talked about consortiums they have worked with in the past. Three SWAN member meetings are planned to get member input. After gathering information, the GSG will make a presentation to the SWAN membership. The five voting members of the SWAN GSG were elected by the SWAN membership.
 - Encore is a new interface Innovative product dealing with how to search and get information back. We had a demo and are considering it.
 - Innovative came in to do a software audit at MLS

- b. **Report of the Illinois State Library** – Neil Kelley was present and reported the following:
 - Public Library Per Capita letters are going out. These are being paid out at \$1.22. 642 public libraries with payouts being coordinated through ISL finance office.
 - Annual reports – user ID's and passwords have all been sent out to the public libraries for their IPLAR's.
 - LSTA letters of intent for this year's LSTA grant round are due April 2, 2007. Grants available include:
 - a. Emerging grant writer
 - b. Safety grant which is new this year
 - c. Digital imaging grant and that grant amount threshold has been increased.
 - d. Libraries innovate, create and collaborate grant
 - e. Money has been set aside for the demographic grant for public libraries for extending service areas.
 - f. Statewide technology toolkit
 - A unique grant opportunity - compile a comprehensive history of the ISL.. Develop a website along with a printed resource to document ISL history. Details are on the ISL website. No dollar amount is yet attached.
 - Small Public Library Institute and the School and Public Institute-Bradley. The deadline for these applications is this Friday, March 2, 2007. As of last Friday, MLS had library Directors who had applied:
 - a. Rose Taylor of Bridgeview PL
 - b. Sheila Sosnicki of Palos Park PL
 - c. Melissa Gardner of Berkeley PL
- c. **Report of the Executive Director** (Report is attached to these minutes)

Highlights from this report include:

 - a. Staff report
 - b. Advocacy
 - c. ILSDO Cooperative Projects
 - d. Full report is attached to Board packet dated March 19, 2007
- d. **MLS Advisory Committee Minutes dated January 24, 2007**

Kathy Parker reported the committee is continuing to discuss the role of Advisory and discussion of the mission statement will be coming up at the March meeting.
- e. **Staff Reports** (reports attached to these minutes)

Correspondence

- a. Letter to Susan Siebers, Katten Muchin Rosenman LLP from Alice Calabrese-Berry dated March 5, 2007 thanking Susan and her firm for the use of their meeting room for the MLS Board Meeting on Monday, February 26, 2007. (Exhibit L.1)
- b. Letter from Mari S. Smith, Librarian at St. Laurence High School, to Randy Patka, MLS Delivery/Bldg. Manager, dated February 27, 2007 thanking MLS for the equipment and furniture donated to their school during our recent housecleaning project. (Exhibits L.2-L.3)
- c. Letter to Alice Calabrese from Rich Wolff of the Tinley Park Public Library thanking her for talking to their Board and also for all that she does for MLS. (Exhibit L.4)

ADJOURNMENT

Henry Latzke moved, seconded by Susan Chenoweth, that:

THE BOARD MEETING BE ADJOURNED

Unanimous voice vote carried.

The meeting adjourned at 6:43 p.m.

Minutes prepared by Dorothy Kovacs
Respectfully submitted,

dk

Margaret A. Blasage,
Board Secretary