



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

May 21, 2007

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

President Elliot Spiegel called the meeting to order at 5:36 p.m. The roll was called and the following Board Members were present to establish a quorum.

Margaret Blasage	Milfred Moore
Susan Chenoweth	Tom Read
Sylvia Jenkins (via phone)	Jan Schmudde
Janet Kelenson (absent)	Susan Siebers
Ingrid Lamp Niinemae	Elliot Spiegel
Henry Latzke	Connie Tapia
Fifi Logan	Paul Whitsitt
Myra Mahlke (absent)	

Also present were Kathy Parker, Glenwood-Lynwood Public Library (Advisory Co-Chair); Jamie Bukovac, Indian Prairie Public Library (SWAN Co-Chair); and Anita Block, Librarian at the Kapelinski Library at Fox College.

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

CONSENT AGENDA

- a. Approval of Agenda
- b. Acceptance of the May 21, 2007 MLS Board Meeting Minutes
- c. Approval of the payment of bills for May 2007 in the amount of \$260,752.27
- d. Balance sheet and detail of expenditures for May 2007

Susan Chenoweth moved, seconded by Henry Latzke, that it be:

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM
BOARD OF DIRECTORS APPROVE THE CONSENT AGENDA
AS PRESENTED.

Roll call of 13 yes, 0 no, and 2 absent was taken. Motion carried.

ACTION ITEM #1

New Member Application – Fox College

Anita Block from Fox College was present at the meeting and told a little bit about their college. They are located at 93rd and Keeler. They share a building with School District 123. David Seleb and Gretel Stock-Kupperman both visited the college and are satisfied that they meet qualifications.

Susan Chenoweth moved, seconded by Paul Whitsitt, that it be:

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM BOARD OF DIRECTORS APPROVE THE APPLICATION FOR MEMBERSHIP OF FOX COLLEGE

Roll call of 13 yes, 0 no, and 2 absent was taken. Motion carried.

ACTION ITEM #2

Burr Ridge Administrative Area Remodeling

The Finance Committee reviewed the vendor price quotes for work and materials for carpeting and painting of the second third of renovations of the Burr Ridge location. The Committee then took a tour of the administrative areas to be remodeled. The Finance Committee recommends this project be approved by the full MLS Board.

Connie Tapia moved, seconded by Fifi Logan, that it be:

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM BOARD OF DIRECTORS APPROVE THE REMODELING OF THE BURR RIDGE ADMINISTRATIVE AREA AS PROPOSED.

Roll call of 13 yes, 0 no, and 2 absent was taken. Motion carried.

ACTION ITEM #3

NIMEC (Northern Illinois Municipal Electric Cooperative)

Scott Remmenga explained that our electric costs have been going up steadily and we have been approached by a couple of other vendors. The whole co-op is government based. They were able to save between 5% and 10% and some were up to 15%. They go to electric suppliers and do a bid from three different suppliers. They go with whatever the lowest bid is that is lower than the market rate and that is the point at which you join. There is a 48-hour process to accept the bid. We should be able to get at least a 2% savings and there is no risk on our part. Our increases have been about 40% or \$6,000 to \$8,000. In the last couple of months it has been \$11,000. We can always drop out if the market rate goes below the co-op. We will sign only if the rate is lower than Com Ed.

Jan Schmudde moved, seconded by Susan Siebers, that it be:

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM BOARD OF DIRECTORS APPROVE THAT MLS ENTER INTO AN ELECTRIC SUPPLY CO-OP WHEN SAVINGS ARE AT LEAST 2% OVER STANDARD ELECTRIC RATE.

Roll call of 13 yes, 0 no, and 2 absent was taken. Motion carried.

ACTION ITEM #4

MLS FY08 Budget

Susan Chenoweth moved, seconded by Milfred Moore, that it be:

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM BOARD OF DIRECTORS APPROVE THE MLS FY08 BUDGET AS PRESENTED

The MLS Finance Committee has reviewed and are recommending the MLS FY2008 Budget which is a balanced budget

Roll call of 13 yes, 0 no, and 2 absent was taken. Motion carried.

ACTION ITEM #5

Salary Range Adjustments

Susan Chenoweth moved, seconded by Ingrid Lamp Niinema, that it be:

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM BOARD OF DIRECTORS APPROVE THE MLS 2% SALARY RANGE ADJUSTMENT FOR FISCAL YEAR 2008 AS PRESENTED

Roll call of 13 yes, 0 no, and 2 absent was taken. Motion carried.

ACTION ITEM #6

IMRF Audit Requirement Effective July 1, 2004

Scott Remmenga explained that this document is something that the Illinois Municipal Retirement Fund needs to have on file.

Susan Siebers moved, seconded by Henry Latzke, that:

WHEREAS, standard member earnings reportable to the Illinois Municipal Retirement Fund do not include compensation paid or flexible spending account; and

WHEREAS, an IMRF participating unit of government may elect to include in IMRF earnings compensation paid under an I.R.C. section 125 plan or compensation directed into a premium conversion plan or flexible spending account by action of the governing body; and

WHEREAS, the Board of Directors of the Metropolitan Library System is authorized to include section 125 plan and premium conversion and flexible spending account compensation as earnings reportable to IMRF and it is desirable that it do so.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Metropolitan Library System does hereby elect to include as earnings reportable to IMRF compensation paid under an I.R.C. section 125 plan and/or compensation directed into a premium conversion plan or flexible spending account effective July 1, 2004.

BE IT FURTHER RESOLVED that Margaret Blasage, Secretary of the Metropolitan Library System Board of Directors, is authorized and Directed to file a duly certified copy of this resolution with the Illinois Municipal Retirement Fund.

Roll call of 13 yes, 0 no, and 2 absent was taken. Motion carried.

DISCUSSION ITEM #1

Membership Agreements

David Seleb talked about library membership agreements. David and the MLS Consultants have been meeting with representatives from our different types of libraries working on revisions to these documents. None of the membership agreements have been revised within the last three years or longer. By the end of the calendar year, all of the membership agreements should be revised. When the Public Library Membership Agreement was renegotiated in 2004, each member public library was mandated to employ an individual with a Master of Library Science degree working full time as the Library Administrator. That is where the discussion is focusing now and probably will for another couple of months. Each regional library system in Illinois is allowed to determine its own membership criteria for its own member libraries. The School Library Membership Agreement meeting is scheduled with other school Library Administrators for July.

DISCUSSION ITEM #2

Member Library Trustees With Lengthy Periods of Service

A request came from Advisory that it would be nice to recognize trustees with lengthy periods of service when they leave a Board. When we asked for names of trustees fitting this category, we received fourteen names. The MLS Board members felt that there were many names missing from that list. Therefore, this discussion will be continued.

INFORMATIONAL ITEM #1

Statement of Reference Guidelines

There has been some discussion among some of the membership regarding the revision of this document when we no longer have a Reference Service available to members. The Reference Advisory Committee agreed that even if reference standards or guidelines are not mandated by the System the document still has value to libraries and professional librarians.

INFORMATIONAL ITEM #2

MLS Board Election Update

Peg Blasage and Connie Tapia volunteered to serve on the Election Committee whose charge is the counting and tabulation of all ballots cast. The deadline for submission of completed electronic ballots is noon on Thursday, June 14, 2007. Ballots are due to be talked by the election Committee on Friday, June 15, 2007 and the election results will be presented to the MLS Board on Monday, June 18, 2007. Election results will be announced to the membership via E-announce on Wednesday, June 20, 2007.

INFORMATIONAL ITEM #3

MLS Per Capita Grant Application FY2008

Alice reported that MLS staff is completing this document. It is due at the Illinois State Library on Friday, June 1, 2007.

INFORMATIONAL ITEM #4

Annual Meeting Update

The MLS Annual Meeting will be held in November at the Chicago office. Renovations on the Chicago office will be completed by that time. The Annual Meeting will serve as the Administrators' Quarterly Meeting.

INFORMATIONAL ITEM #5

Removal of Con Agra Library from the MLS Membership Directory

It was reported that Con Agra Library has been dropped from the MLS Membership Directory because as far as we know, the library at Con Agra no longer exists.

Reports

- **SWAN Report –**

Jamie Bukovac reported that there has not been a May meeting as yet because of attendance of some at the SWAN Users Group conference. Jamie also reported:

- A lot of work has been done by the SWAN GSG (SWAN Governance Study Group) at many meetings. The presentation of the proposed new governance model to the SWAN membership will be held on May 22, 2007. Members will then have an opportunity at the June Quarterly for further questions and clarifications.
- An electronic vote will be set up for the proposed model. If voted in, we are looking at a January 1, 2008 change-over.
- The proposed model switches from a zone representation to a SWAN governance representation based on financial support they give to MLS. Getting together geographically is not as helpful.
- The new model proposes a five-member council. There would be three groups; smallest libraries (% of support) would have one representative and the other two groups (medium and large % of support) would have two representatives each.
- On voting matters, each library has one vote. The entire membership will vote for the representatives.
- The members of SWAN GSG have been working very well together.
- Partnering libraries have applied for a grant for ENCORE partnering with MLS. Will report more next month.

- a. **Report of the Illinois State Library –**

Neil Kelley was not at the meeting but sent his report. A copy of his report is attached to these minutes.

- b. **Report of the Executive Director**

A copy of the Executive Director report is attached to these minutes.

- c. **MLS Advisory Committee Minutes dated March 28, 2007**

Kathy Parker reported that Advisory is talking about the Public Library Membership Agreement, HB1727 Mandatory Internet Filters, and LSTA Grants,

an update on Illinois Library Day (April 19, 2007), and the MLS Annual Meeting. A copy of the March Advisory minutes are attached to these minutes.

d. **Staff Reports** (reports attached to these minutes)

Executive Session

At 6:30 p.m. Susan Siebers moved, seconded by Peg Blasage, that the Board go into:

Executive Session 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).

The Board reconvened from Executive Session at 7:28 p.m.

ADJOURNMENT

Henry Latzke moved, seconded by Connie Tapia, that:

THE BOARD MEETING BE ADJOURNED

Unanimous voice vote carried.

The meeting adjourned at 7:28 p.m.

Minutes prepared by Dorothy Kovacs
Respectfully submitted,

dk

Margaret A. Blasage,
Board Secretary