



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

June 18, 2007

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

Chairman Elliot Spiegel called the meeting to order at 3:00 p.m. The roll was called and the following Board Members were present to establish a quorum.

Peg Blasage	Milfred Moore
Susan Chenoweth (absent)	Tom Read
Sylvia Jenkins	Jan Schmutde
Janet Kelenson (arr. 3:15 p.m.)	Susan Siebers
Ingrid Lamp Niinemae	Elliot Spiegel
Henry Latzke	Connie Tapia
Fifi Logan	Paul Whitsitt
Myra Mahlke (absent)	

Absent: Susan Chenoweth and Myra Mahlke

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

Also present were Kathy Parker, Glenwood-Lynwood Public Library (Advisory Co-Chair); Jamie Bukovac, Indian Prairie Public Library (SWAN Co-Chair); Marilyn Boria, Elmhurst Public Library; Crystal Megaridis, Praxair, Inc. and also a Board member of Indian Prairie Public Library; and Meg Klinkow Hartmann, Director of Oak Brook Public Library.

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 \$373,410.36
- d. Balance sheet and detail of expenditures for May 2007

Tom Read moved, seconded by Peg Blasage, that it be

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

A voice vote of 11 yes, 0 no, and 4 absent was taken. Motion carried.

ACTION ITEM #1

FSA Administration

Jan Schmutde moved, seconded by Milfred Moore, that it be

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM
BOARD OF DIRECTORS APPROVE THE ADMINISTRATION OF A
FLEXIBLE SPENDING ACCOUNT PROGRAM THROUGH LIMRICC
PHIP AND AUTHORIZE COBRA SOURCE INC. TO RUN FSA
CHECKS AS REQUIRED TO PERFORM THEIR RESPONSIBILITIES
RELATED TO PROCESSING THE MLS BENEFIT PROGRAM. THIS
AUTHORIZATION WILL REMAIN UNTIL REVOKED BY MLS IN
WRITING.

11 yes, 0 no, 1 abstain and 3 absent. Motion carried.

ACTION ITEM #2

FY2008 Per Capita Grant

Alice reviewed sections of the FY2008 Per Capita Grant Application with the Board members and said that Board President, Elliot Spiegel, had reviewed the application before signing.

Milfred Moore moved, seconded by Connie Tapia, that it be:

RESOLVED THAT THE METROPOLITAN LIBRARY SYSTEM BOARD OF DIRECTORS APPROVE THE FY2008 AREA AND PER CAPITA GRANT APPLICATION AS SUBMITTED.

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

INFORMATIONAL ITEM #1

Election Committee Report on Board Election

Peg Blasage and Connie Tapia served on the 2007 MLS Board Election Tabulation Committee whose charge is the counting and tabulations of all ballots cast. Ms. Blasage and Ms. Tapia reported they came to the MLS offices in Burr Ridge on Friday, June 15, 2007, accessed the MLS website containing the election results, reviewed the results and signed the printed pages.

Results of the 2007 MLS Board Elections are as follows:

Academic (1)

Merri M. Monks
American College of Education

Public Library Director (1)

Marilyn Boria
Elmhurst Public Library

Public (2)

Janet Kelenson
Oak Park Public Library

Special (1)
Crystal S. Megaridis
Praxair, Inc.

Thomas Read
Downers Grove Public Library

President Spiegel noted that Board member Connie Tapia is leaving the Board and an appointment will need to be made to replace her.

INFORMATIONAL ITEM #2

Board Meeting Dates and Locations – FY2008

Board members will need to agree on January and February meeting dates in 2008 that will not conflict with Martin Luther King Day and Presidents' Day. Should there be thought given to holding Board meetings at member libraries? Peg Blasage asked if Chicago meetings could start at 5:00 p.m. Dorothy was asked to poll the Board for replacement dates for the January and February 2008 meetings. The next LIMRiCC and MLS Board meeting will be held on July 16, 2007 in Burr Ridge.

INFORMATIONAL ITEM #3

Audit FY2007 Board Requirements

Fraud risk assessment letters and questionnaires were given to all Board members. Those not in attendance will receive via mail. Information needs to be completed by July 1, 2007 and mailed directly to auditors, Sikich LLP, as a part of FY07 audit.

INFORMATIONAL ITEM #4:

MLS Communication Plan

The MLS Communication Plan Manual Draft was attached to this meeting's agenda document so Board members were able to review it. David Seleb was on hand to answer any questions. Fifi Logan asked about those libraries who said they would have problems printing the MLS E-announce newsletter. David responded stating two libraries are still receiving the MLS newsletter in a print version.

INFORMATIONAL ITEM #5

SWAN Governance Study Group – Proposed Model

Alice thanked the SWAN Governance Committee Group for all their hard work. Committee included Kathy Parker (Glenwood-Lynwood), Ruth Faklis (Prairie Trails), Sharon Wsol (Orland Park), Susan Roberts, (Grande Prairie), and Jan Schmudde (Northlake). Jamie Bukovac (SWAN Co-Chair) reported to the Board that:

- Committee members were elected at large by SWAN membership
- Three SWAN membership meetings were held in different geographic locations to get as much member input as possible
- Members will be organized into three Governance Groups determined by the percentage paid by the library of the total SWAN fees.
- SWAN Council will have five members elected by the membership at large.
- Zone structure will not be used for communication or decision making for SWAN.

INFORMATIONAL ITEM #6

SWAN Vote on Oak Brook Public Library Membership Request

President Spiegel said no vote by the Board will be taken on this matter this evening. Alice Calabrese then gave a brief description of this topic.

- Oak Brook Public Library is not a member of MLS but requesting to join SWAN. The final voting authority always rests with the Metropolitan Library System Board of Directors.
- A legal opinion was obtained stating that this could be done
- The Illinois State Library was contacted for their opinion and both Anne Craig and Neil Kelley said this could be done.
- Meg Klinkow Hartmann, Director of the Oak Book Public Library, made a presentation to the SWAN Council in April 2007. The Council then was to bring this matter to the members at the June SWAN Quarterly.
- At the Quarterly, the SWAN membership was of the same mind,--not to take on another library at this time. There are projects already in progress that need to get done. The addition of a library could be done in 2008. The SWAN membership voted not to accept this library at this time as we already have many projects in the works. The vote was 47-15 against bringing Oak Brook Public Library in at this time.

Marilyn Boria was recognized to speak:

- Oak Brook Public Library is a member of DLS and not MLS. We hope that next April 1st that they will apply to join MLS and are accepted.
- SWAN took on Brookfield PL and Thornton PL both of whom are MLS members. Marilyn reiterated the fact that current projects need completion before accepting new members.

Meg Klinkow Hartmann was recognized to speak:

- The MLS staff has done a good job in preparation of agendas and timetables. Oak Brook asked to join the MLS LLSAP because the DLS LLSAP, of which they are a member will be migrating to another vendor.
- If Oak Brook does not migrate with DLS to another vendor, they will be cut off by April of next year.
- Because of timing, they cannot wait to start their migration and would need to start immediately.

Dean Bryan reported:

- That the earliest possible date to begin a migration process would be January 2008.

Meg Klinkow Hartmann ended her presentation by saying she would not be back seeking membership in SWAN and left the meeting.

Jan Schmudde commented:

- That there is not enough money to hire more staff. She believed the vote was not because Oak Brook was from another library System but it was more because of our years of frustration of not being able to get things done.

Elliot suggested that staff and SWAN Council allow for a window of opportunity for new membership within the course of the year. Staff will bring forward recommendations.

DISCUSSION ITEM #1

ILSDO Delivery RFP Update

Alice reported that ILSDO presented its best and final offer to CARLI.

DISCUSSION ITEM #2

New Parking Lot Entrance – Burr Ridge Building

Attached to this month's meeting agenda are price quotes from the architect and construction company on relocating the rear entrance of the Burr Ridge building. Tom Read asked if MLS is going to be staying in this facility to warrant these changes.

Reports

- a. Report of the Illinois State Library – Neil Kelley was present via VTEL for the Board meeting and reported the following:
 - The ISL staff has begun reviewing System Area and Per Capita Grant applications
 - Lawren Tucker is the new Chief Deputy Director of the ISL
 - LSTA Grants are due July 11
 - ISL recently hosted the downstate premier 35-minute documentary about Abraham Lincoln regarding his 25-year pre-Presidential career as a lawyer. The generosity of the State Bar Association and other agencies have allowed every library in Illinois to receive a free copy of the DVD.
 - Preparations have begun to mark the 200th anniversary of President Lincoln's birth.
 - Added another library to Project Next Generation that Secretary White began. We are up to 27 libraries in that program.
 - The 2008 Public Library Per Capita Grant Application requirements will be sent out in the next couple of weeks. They are due back on October 15, 2007. One of the components is a disaster plan.
 - Ask Away is celebrating its one-year birthday. A little over 230 libraries participate in this program.
 - ISL Electronic Resource Service web pages have been revamped
 - ISL subsidizes 50% of the cost to each library of Novelist

- Web Junction is forthcoming. ISL is in the process of creating a group portrait of the Illinois library family by using photos to share through the ISL website.
 - The Small Public Libraries and the Institute for School and Public Libraries wrapped up last week and the week prior. We had almost 100 participants. For the SPLMI 15th anniversary program next year we are planning to offer the advanced which means it will be only for those individuals who have attended the beginning SPLMI. We now have 450 people eligible to apply for that.
- b. **MLS Advisory Committee Minutes dated April 25, 2007.**
Kathy Parker reported on the agenda items from the April meeting:
- Public Library Membership Agreement
 - Illinois Library Day – April 19, 2007
 - Bill 1727 – Internet Filters
 - Reference Standards Voting
 - MLS Awards – Annual Meeting
 - Grants Updates
 - Resolution 605B – Equal Information Access for Illinois Students
 - In upcoming meetings, the Advisory Committee members will be working on the role of Advisory
- c. **Report of the Executive Director** (part of the June 18, 2007 Board packet)
Highlights from the report include:
- Strategic Planning
 - Staff Report
 - Facilities
 - Statewide Initiatives
 - SWAN
- d. **Report of the SWAN Council Representative**
Jamie Bukovac reported:
- At the Quarterly, SWAN approved a customer fee chart of \$100 per hour.
 - Ecommerce software is on a test server .
 - WebPAC Pro is also coming up. We are looking at July 27, 2007 for that.
 - Staff has been working with Innovative to get Encore installed as well.
 - MyLibraryBookstore will allow patrons to have the opportunity to purchase books online through Baker & Taylor by simply using the “purchase this item” button. There is some concern that we will be in competition with local book stores.

Jamie also asked the status of the position open for Web Developer. Alice responded that MLS is in the process of filling it.

- e. **Staff Reports** (reports attached to these minutes)

Executive Session

At 4:45 p.m. Paul Whitsitt moved, seconded by Connie Tapia, 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 5:00 p.m.

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

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM
BOARD OF DIRECTORS HAVE AGREED ON COMPENSATION
FOR THE EXECUTIVE DIRECTOR

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

ADJOURNMENT

Connie Tapia moved, seconded by Milfred Moore, that:

THE BOARD MEETING BE ADJOURNED

Unanimous voice vote carried.

The meeting adjourned at 5:02 p.m.

Minutes prepared by Dorothy Kovacs
Respectfully submitted,

dk

Margaret A. Blasage,
Board Secretary