



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

**March 17, 2008
Minutes**

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

President Janet Kelenson called the meeting to order at 2:38 p.m. The roll was called and the following Board Members were present to establish a quorum.

Marilyn Boria
Susan Chenoweth
Sylvia Jenkins
Janet Kelenson
Ingrid Lamp Niinemae
Henry Latzke (absent)
Myra Mahlke (via VTEL)

Jeana Mays-Browne (via phone)
Crystal Megaridis
Milfred Moore
Merri Monks
Tom Read
Elliot Spiegel (absent)
Lorée Washington (arr. 3:00 p.m.)
Paul Whitsitt

Also present were Jan Schmudde, Northlake Public Library, SWAN Co-Chair; Kathy Parker, Glenwood-Lynwood Public Library, Public Library Advisory Co-Chair; MLS staff members Alice Calabrese, Sue Pasetti, Scott Remmenga, Dean Bryan, Gretel Stock-Kupperman, Jeannie Dilger-Hill, Diane Colletti, Wes Smith, Kate Boyle (via VTEL), and Dorothy Kovacs.

CONSENT AGENDA

- a) Approval of Agenda
- b) Acceptance of the February 11, 2008 MLS Board Meeting Minutes
- c) 2008 Board Elections Update - Announcement of Nominating Committee and Call for Nominations
Nominating Committee includes Susan Siebers (Chair) – Katten Muchin Rosenmann LLP; Courtney Greene – DePaul University; and John Chrastka – Berwyn Public Library.
There are five openings on the Board; 3 Public Library Trustees, one Special, and one school.
- d) Illinois Library Day – April 10, 2008
- e) Withdrawal of Membership of Dawson Technical Institute and National PTA

Tom Read moved, seconded by Crystal Megaridis, that it be:

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

Voice vote carried.

ACTION ITEM #1

- a) Approval of the payment of bills for February 2008 in the amount of \$296,936.26
- b) Balance sheet and detail of expenditures for February 2008

Susan Chenoweth moved, seconded by Marilyn Boria, that it be:

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM
BOARD OF DIRECTORS APPROVE THE PAYMENT OF BILLS
FOR FEBRUARY 2008 AND ACCEPT THE BALANCE SHEET AND

DETAIL OF EXPENDITURES FOR FEBRUARY 2008

Roll call was taken resulting in 12 yes, 0 no, and 3 absent. Motion carried.

ACTION ITEM #2

New Member Application – Frank Lloyd Wright Preservation Trust

As the discussion on this library's application for membership in MLS was getting underway, Ms. Kathryn Stine, the Library Administrator at Frank Lloyd Wright arrived at the meeting. It was noted that this library is in compliance with the requirements for Special Libraries.

Milfred Moore moved, seconded by Ingrid Lamp Niinema, that it be:

RESOLVED, THAT THE BOARD OF DIRECTORS ACCEPT THE APPLICATION FOR MLS MEMBERSHIP FROM THE FRANK LLOYD WRIGHT PRESERVATION TRUST.

Voice vote carried.

ACTION ITEM #3

Back-Up Generator

Marilyn Boria moved, seconded by Milfred Moore, that it be:

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM BOARD OF DIRECTORS APPROVE THE PURCHASE OF A BACK-UP GENERATOR FOR THE BURR RIDGE LOCATION AS RECOMMENDED BY STAFF.

Roll call was taken resulting in 12 yes, 0 no, 2 absent and 1 abstain. Motion carried.

ACTION ITEM #4

Approval of Agreement for Full SWAN Participation-Bridgeview Public Library

Marilyn Boria moved, seconded by Milfred Moore, that it be:

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

Voice vote carried.

ACTON ITEM #5

Public Library Membership Agreement

Jeannie Dilger-Hill went through the revisions to this agreement after which,

Marilyn Boria moved, seconded by Sylvia Jenkins, that it be:

RESOLVED, THAT THE METROPOLITAN LIBRARY SYSTEM BOARD OF DIRECTORS APPROVE THE REVISED MLS PUBLIC LIBRARY MEMBERSHIP AGREEMENT AS PRESENTED TO BE DEVELOPED BY THE END OF 2008.

Voice vote carried.

DISCUSSION ITEM #1

Executive Director Evaluation Process

Janet Kelenson discussed a form used by the Oak Park Public Library that could be used by the MLS Board. Tom Read asked if the Board could receive a copy of the form the next day.

DISCUSSION ITEM #2

Discussion and orientation to the planning process including timeline for strategic planning, analysis and trends of core services, and trends in budget and financial sustainability.

Alice Calabrese distributed the MLS financial review of three fiscal years, service analysis statistic review of three years, and the next Strategic Planning Process and proposed timeline.

DISCUSSION ITEM #3

Speaker Michael J. Madigan Budget Hearings

Alice Calabrese went through the dates and locations of the Madigan Budget Hearings that would be within the MLS geographic boundaries within the next week to ten days and encouraged Board members to attend if possible.

REPORTS

a. Report of the Illinois State Library

Neil Kelley was not present at this Board meeting. His report is a part of the March 17, 2008 Board packet.

b. MLS Board President's Report

- President Kelenson reiterated her initiative on regional public library local forums.
- Excited about the sustainability plan going forward.
- Anxious to see if the Secretary of State will buy into issuing vanity plates that reflect support of libraries.

c. Report of the Executive Director

- Kleinmeyer Physical Therapy and Rehab Specialists analysis of the delivery area.
- Service Master came in to check for mold in the building. The Burr Ridge building was found to be free of any mold.
- The Executive Director's full report can be found in the March 17, 2008 Board packet.

d. Report of the Public Library Advisory Co-Chair

Kathy Parker reported on some of the discussions held at recent Advisory Meetings:

- The Legislative Breakfast held at MLS-Burr Ridge. Feedback was good. They liked the relaxed atmosphere.
- The foster children program.
- The Donor's Forum.
- The public library membership agreement.
- National Archives coming on as a new member.
- Illinois Library Day, Library Day Breakfast, and the same-day bus.
- MLS merchandising materials. Making a profit.
- Some Advisory members were having problems finding interns for their libraries.
- MLS Quarterly
- Role of Advisory has come up. What has been working in the last year.
- Communication issues.

- The next Advisory meeting will be April 23, 2008.
- e. Report of the SWAN Council Representative

Jan Schmudde, SWAN Co-Chair, reported on the following:

- Process of conducting an electronic vote on the impact fee structure.
- Governance Groups:
 - Group A – Small Libraries = 37 members
 - Group B – Medium Libraries = 30 members
 - Group C – Large Libraries = 11 members
- Three Governance Groups have met twice. Attendance numbers were not good in February but that could be because of the weather and holidays.
- Digital signatures (new potential product)
- Successful new patch installation
- SWAN Council is still working on Bylaws.
- Next SWAN Council meeting is April 2, 2008 in Burr Ridge.

NEXT BOARD MEETING

The next meeting of the MLS Board of Directors will be held on Monday, April 21, 2008 at 5:30 p.m. in Burr Ridge.

ADJOURNMENT

Milfred Moore moved, seconded by Crystal Megaridis to adjourn this meeting of the MLS Board of Directors at 4:30 p.m.

Voice vote carried.

Minutes prepared by Dorothy Kovacs,
Respectfully submitted,

Paul Whitsitt, Secretary