

**REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE  
DOWNERS GROVE PUBLIC LIBRARY  
June 24, 2009**

**MINUTES**

**ROLL CALL**

President Daniels called the meeting to order in the Library Meeting Room at 7:35 p.m. Trustees present: DiCola, Eblen, Greene, Humphreys, and Daniels. Trustees absent: Read. Also present: Library Director Bowen, Assistant Library Director Carlson. Visitors: none.

**APPROVAL OF MINUTES**

The Board reviewed the minutes of the regular meeting of June 10, 2009. It was moved by DiCola and seconded by Humphreys **THAT THE MINUTES OF THE REGULAR MEETING OF JUNE 10, 2009 BE APPROVED AS WRITTEN.** Ayes: DiCola, Eblen, Humphreys, Daniels. Abstentions: Greene. Nays: none. Motion carried.

**PAYMENT OF INVOICES**

The Board reviewed the list of invoices submitted for payment. It was moved by Greene and seconded by Eblen **TO APPROVE PAYMENT OF OPERATING INVOICES FOR JUNE 24, 2009 TOTALING \$45,371.06.** Ayes: DiCola, Eblen, Greene, Humphreys, and Daniels. Abstentions: none. Nays: none. Motion carried.

**OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS**

None.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**- Action to continue participation in the Illinois non-resident library card program and to determine the 2009 fee for a non-resident card**

Each year by the end of July, a public library board is required to consider its library's participation in the Illinois Non-Resident Library Card Program and allow individuals who are not served by a library to purchase library service. This requires two actions. One is action to continue to participate in the Illinois Non-resident Card program, and if the library will continue to participate, the second action is to decide which of two methods will be used to determine the fee and the actual amount of the fee for the next year.

This program is the only way that individuals who do not live in some public library's service area can obtain library service. Downers Grove Public Library receives revenue of over \$20,000 per year in non-resident fees.

Trustee Humphreys asked if there were any complaints about the fee, and Bowen responded that the Friends of the Library (FOL) do offer grants covering 50% the fee for families stating financial need. Trustee Eblen asked if the same families or individuals apply for the FOL grants year after year, and Bowen said he has not seen the same names repeatedly.

It was moved by Greene and seconded by Eblen **THAT THE DOWNERS GROVE PUBLIC LIBRARY CONTINUE TO PARTICIPATE IN THE ILLINOIS NON-RESIDENT LIBRARY CARD PROGRAM.** Ayes: DiCola, Eblen, Greene, Humphreys, and Daniels. Abstentions: none. Nays: none. Motion carried.

The two options for determining the fee that will be charged are 1) the tax bill method, in which the patron has to provide a current tax bill and staff have to calculate the amount that the patron would have paid in property taxes, or 2) a formula that calculates the average paid in property taxes to the library by a resident household. The library has always used the formula method. Based on the formula, the average household pays \$232.13 in library property taxes. Bowen suggested rounding this up to \$235.

It was moved by DiCola and seconded by Eblen **THAT THE DOWNERS GROVE PUBLIC LIBRARY USE THE GENERAL MATHEMATICAL FORMULA TO DETERMINE THE NON-RESIDENT FEE, AND TO SET THE NON-RESIDENT LIBRARY CARD FEE AT \$235. EFFECTIVE August 1, 2009.** Ayes: DiCola, Eblen, Greene, Humphreys, and Daniels. Abstentions: none. Nays: none. Motion carried.

#### **- Review of the Illinois State Library's Administrative Ready Reference, 2009 Edition**

One of the requirements of this year's Per Capita Grant application is that the Library Board and staff review the Administrative Ready Reference. This is an online compilation of sample ordinances, resolutions, and policy statements that public libraries can use for developing their own documents. The intent of the Per Capita Grant requirement is simply to insure that administrators and trustees are aware of the resource, and particularly of the new edition which is only available online. Bowen provided a quick overview since the Board packet included the link to the site for Trustees to look at more closely on their own.

Because there are different kinds of libraries, many items in the Ready Reference do not apply directly to every library. Library districts are completely separate political entities. Districts can, for example, annex territory that is not served by another library into their district, and so might find information on Annexation useful. Because the Downers Grove Library is a Village library that serves the residents of the Village of Downers Grove, the library does not have the ability to annex land into its service area. The property would have to be annexed by the Village. This requires no action by the library, other than to stay aware of the addresses of newly annexed property in order to sign residents up for library cards. Library districts adopt their own ordinances, so they may use the sample ordinances on the Ready Reference site.

Most useful to the Downers Grove Library is the Policy Model section. This contains sample policies that the library could customize for its own use. The section may also give the library an idea for a policy it has not considered in the past, for example a Customer Service Policy.

**- Review of Chapter V “Reference, Reader’s Advisory, and Bibliographic Instruction” of *Serving Our Public: Standards for Illinois Public Libraries***

Another Per Capita Grant requirement is that public library boards review the chapter on “Reference, Reader’s Advisory, and Bibliographic Instruction” from the State Standards for Public Libraries. Those pages were included in the Board packet. While the library generally meets the standards with no problem, Bowen did comment on a couple things. One of the supplemental standards states that libraries provide access to the minutes of local government meetings. A few years ago District 99 went to all digital board packets and intended to stop providing print copies to the library. Bowen complained to the superintendent, and the district has continued to provide the library with a print copy of their public documents. Recently the Village has officially gone paperless and will no longer provide copies of the Council packets. Bowen checked with the Village Clerk who responds to FOIA requests and even she does not get a print packet. All the materials are available on the Village website and are archived electronically. The library will still provide access to the documents by providing public access to the Internet and directing patrons to the appropriate pages of the Village website, but the Internet has taken away one of the functions of the local library that was extremely important in the past.

Bowen talked briefly about Readers Advisory Service: There was a time that libraries were considered to be a storehouse for great literature. Even in the flat Midwest, every Carnegie library was designed with a grand stair case leading up to the main entrance, with the specific intention of representing how the library raised the patrons up to knowledge. And the children’s departments were always stuck in the basement, where they wouldn’t bother the library users. The trend toward providing patrons with access to popular materials really began in the late 1970s and early 1980s. Early in Bowen’s career in Ohio, he was the manager of a neighborhood branch of a county library system. The branch library was not allowed to buy anything for its collection that had not been approved by the appropriate department at the Main Library. That meant that the branch could not buy things like Harlequin romances that were in very high demand, because the Literature Department did not purchase such things. They had reluctantly begun to buy Barbra Cartland, who was published in hard cover, but never paperback romances. Fortunately, the library had an active local Friends group that purchased large quantities of popular paperbacks for the library. This was way before the days of online circulation systems, so staff just wrote “25 paperbacks” on the multi-carbon transaction slip to check out a stack of Harlequins to a patron. A new wave of librarians started to focus on popular materials and began studying the appeal of various genres of fiction. This movement started simultaneously on the East Coast when the Charlie Robinson of the Baltimore Public Library stunned the profession when he told his librarians to give the public what they want, and in the Chicago suburbs when a group of librarians formed the Adult Reading Round Table (ARRT) to investigate ways to promote reading and an interest in popular fiction in libraries. Joyce Saricks and Nancy Brown of Downers Grove Public Library were two of founders of the ARRT. Downers Grove had built a new building in the mid 1970s, and when it was built, the second floor was left unfinished for future expansion. By 1983 the library needed the room for the growing collection. The library would have to divide the adult collection into two parts and decided to separate the fiction and non-fiction collections, with the non-fiction collection moving to the second floor and the

fiction collection staying on the first floor. Joyce Saricks was appointed the head of the new Literature Department and was given the go-ahead to try and implement the new idea of promoting popular fiction. Readers Advisory means trying to figure out what people like about particular genres or particular authors, so that library staff can make recommendations of other books that the patron might like. Readers Advisory answers the question, "I have read all of the Agatha Christie mysteries. What else can I read that is like them?"

Saricks and librarian Nancy Brown literally wrote the book on Readers Advisory service around 1990. It was published by the American Library Association Press and has been one of their bestsellers ever since, going through several editions. Saricks has also written several other books on Readers Advisory service that are very popular in the profession. Saricks and other Downers Grove staff have spoken about Readers Advisory service all over the country, and it is a basic part of library service today. In the last ten years Readers Advisory has become part of the training offered in most graduate schools of library and information science, and Sarick's books are usually the text books. Since Joyce Saricks retired, the library has carried on the Readers Advisory tradition, and in fact other staff have written books and articles on Readers Advisory service to teens.

The Downers Grove Library has a long history and a national reputation for providing Readers Advisory service.

### **REPORT FROM THE ADMINISTRATION**

The library has been spending a considerable amount of money on electrical work recently. The expenses are for replacing electronic ballasts, as well as emergency and exit lighting. Every fluorescent light fixture has electronic ballasts, and the library has a lot of fluorescent light fixtures. All of the ballasts that have been replaced are original ballasts that were installed during the building project in 1998 and 1999. It appears the original ballasts have reached the end of their life span. The batteries in the library's emergency lights and exit signs have similarly reached the end of their lifespan, and the exit signs are designed so that if any part fails, the entire fixture must be replaced. Once the library has replaced all of the original ballasts, it is hoped that the new ballasts will last for 8 to 10 years.

The small roof top air conditioning unit that cools the server computer room is failing and needs to be replaced. Small is relative; it is not nearly as big as the two units that cool the rest of the building, but it still requires a crane to hoist the new unit to the roof and remove the old one. This project will be just under \$3,000.

On the positive side, the library has had no leaks in the roof since a few seams were sealed at the last inspection, in spite of the recent heavy rains.

Bowen reminded the Board that the library will close at 7:00 PM on Friday and will be closed Saturday and Sunday during Heritage Fest. Staff have been give permission to wear casual clothing on Thursday and Friday since many will be walking or biking, due to the limited parking. The Meeting Room will be the Green Room for the bands playing at the Friday night concert. There will be Village staff monitoring access to the building after the library closes on Friday, and they will clean up the room after the bands leave. One of the library monitors will also be in the library, and he will secure the building after everyone has left.

The Garden Walk benches donated by the Downers Grove Junior Woman's Club will be installed in a week.

**TRUSTEE ANNOUNCEMENTS AND REQUESTS FOR INFORMATION**

None.

**OPPORTUNITY FOR PUBLIC COMMENT**

None.

**ADJOURNMENT**

The meeting was adjourned at **8:10 p.m.**

VILLAGE OF DOWNERS GROVE  
PLAN COMMISSION MEETING  
JUNE 1, 2009, 7:00 P.M.

Chairman Pro Tem Waechtler called the June 1, 2009 meeting of the Plan Commission to order at 7:00 p.m. and asked for a roll call:

**PRESENT:** Chairman Pro Tem Waechtler, Mr. Beggs, Mr. Cozzo, Mr. Matejczyk, Mr. Quirk, Mrs. Rabatah, Mr. Webster, Mrs. Hamernick

**ABSENT:** Chairman Jirik

**STAFF PRESENT:** Mr. Jeff O'Brien, Planning Manager

**VISITORS:** Bruce Beckman, 4629 Middaugh Ave., Downers Grove; Rich Heim, Good Samaritan Hospital, 3815 Highland Ave., Downers Grove; Leslie Barrow, 726 39<sup>th</sup> St., Downers Grove; Lisa Kerr, 3673 Quince Ct., Downers Grove; Abe Ghanayem, 4525 & 4530 Cornell Ave., Downers Grove; Bill Younker, 4612 Stonewall Ave., Downers Grove; Patrick Crotty, 3696 Quince Ct., Downers Grove; Randy Pearson, 3684 Quince Ct., Downers Grove; Marge Earl, 4720 Florence Ave., Downers Grove

Chairman Pro Tem Waechtler led the Plan Commissioners in the recital of the Pledge of Allegiance. (Mrs. Hamernick arrives.)

**MAY 4, 2009 MEETING MINUTES - MR. COZZO MADE A MOTION TO APPROVE THE MINUTES AS PREPARED, SECONDED BY MR. WEBSTER. MOTION CARRIED BY VOICE VOTE OF 7-0.**

An explanation of the meeting's protocol followed.

Chairman Pro Tem Waechtler swore in those individuals who would be speaking on PC-13-09.

**PC-13-09** A petition seeking a right of way vacation of a 20-foot wide by 178-foot long dedicated right-of-way located on the East side of Stonewall Avenue adjacent to the properties commonly known as 4601 & 4605 Stonewall Avenue, Downers Grove, IL (PIN's 09-06-309-010,-011); Lawrence & Elizabeth Stoma, Petitioners; Village of Downers Grove, Owner

Mr. Waechtler announced the above petition would not be heard as the petitioner has withdrawn the request.

**PC-19-09** A petition seeking approval of an amendment to P.D. #20 Advocate Good Samaritan Hospital with a variation for temporary signs. Campus is located generally Northeast of the intersection of Highland Avenue and 39<sup>th</sup> Street, commonly known as 3815 Highland Avenue, Downers Grove, IL (PIN's 06-32-306-025,-026,-027, 06-32-107-002, 06-32-306-030,-031, 06-32-306-003, 06-32-306-008,-009, 06-32-306-020, 06-32-306-022, 06-32-306-014); Advocate Health & Hospitals Corporation, d/b/a Advocate Good Samaritan Hospital, Petitioner/Owner

Mr. Jeff O'Brien, Planning Manager, stated the correct petition file number for this petition was PC-14-09, and it is an amendment to a previous Planned Development for Good Samaritan Hospital (the "Hospital"). The hospital is located at the northeast corner of Highland Avenue and 39<sup>th</sup> Street. It sits on approximately 75 acres and has approximately 940,453 square feet. The petitioner is requesting approval of banner signs that would periodically permit 50-foot by 24 foot banners on Tower 1 (west side) celebrating the distinction of being honored as one of the nation's 100 top hospitals. The petitioner is requesting the larger banners to promote the hospital's accomplishments. Staff is recommending that Good Samaritan have up to 180 days for these banners, per year, and to notify the community development director 10 days prior to its installation. No lighting of the banner would be permitted after 10:00 p.m. Mr. O'Brien displayed photos of the proposed banner on the overhead screen.

No engineering changes or public safety changes are being requested at this time. However, two phone calls were received from citizens; however, they did not have objections to the petition. The DuPage County Forest Preserve District provided a written letter indicating they had no comments regarding the petition.

Staff believes the proposed temporary sign plan is appropriate for the hospital due to the hospital having significant frontage on Highland Avenue, larger setbacks and scale of the campus in general, which lends itself to larger signs and banners. The sign will be located on a west wall, will be set back approximately 236 feet from the west property line along Highland Avenue, and will cover about 45% of the wall. Per Mr. O'Brien, the closest residential property affected is approximately 530 feet to the west of the hospital wall. Staff is recommending that lighting of the banner not take place after 10:00 p.m.

Due to the hospital campus' physical characteristics and location, a unique development would warrant some additional signage for their awards. Furthermore, staff believes the petition meets the standards of Section 28.1607 "Standards for Approval of Planned Development and Planned Development Amendments" and recommends approval of the petition with the conditions stated on page 5 of staff's report. Mr. O'Brien did a quick review of those conditions.

Per Mr. O'Brien, the proposed amendment to Planned Development #19 with a variation for a temporary sign is compatible with surrounding zoning and land use classifications. Based on the findings listed above, staff recommends that the Plan Commission make a positive recommendation to the Village Council regarding this petition subject to the following conditions:

1. Temporary banner signs for 3815 Highland Avenue shall conform to the following standards:
  - a. Only one (1) temporary banner sign shall be permitted at any given time.
  - b. Temporary banner signs may contain up to 1,200 square feet of surface area.
  - c. Temporary banner signs shall be affixed to the west wall of Tower 1.
  - d. Temporary banners shall not be illuminated after 10:00 p.m.
  - e. The total number of days for display of the temporary banner signs shall be limited to 180 days per calendar year.
  - f. Good Samaritan Hospital shall notify the Director of Community

- Development at least ten (10) days prior to installing a banner.
- g. Temporary banner signs shall be removed no later than twenty-four (24) hours after the conclusion of the display period.
2. All other signs shall comply with the provisions of the Zoning Ordinance.

Per Mr. Matejczyk's question about a similar petition, Mr. O'Brien explained the Carlucci's Restaurant in the Esplanade development requested similar banner signage but reminded the Commissioners it was a matter of access to the property. As to the 180-day limit, Mr. O'Brien said staff simply mirrored the standards for temporary uses. Per a question, the 180 days could be interrupted. No restrictions are recommended for the banner content provided commercial messages were limited to hospital-related advertisements. Monitoring would take place by the Community Development Department.

Continuing, Mr. O'Brien explained the banner sign would be affixed with permanent brackets mounted on the building wall and intermittent banners would be permitted throughout the year. In this petition, Mr. O'Brien explained that monument signs, although they allow changeable copy, were limited to four lines of copy. The Hospital believed it could seek extra promotion for their recognition received. Per staff, it was a form of advertising. Mr. Beggs questioned whether other larger banners could be requested in the downtown area and on South Main Street, wherein Mr. O'Brien explained such a request would not be appropriate downtown due to the scale of those developments, the size of their setbacks, and the buildings' proximity to residential properties.

Mr. Matejczyk reminded the Commissioners that the petitioner's request was asking for a banner in proportion to the size of the development. Mr. Quirk inquired what would limit the hospital to displaying additional national or regional accolades or other content, wherein Mr. O'Brien stated such language was not listed in staff's conditions and regulating content could become an issue. He suggested that the Commissioners could add language to the conditions. Per another question, lighting was not being proposed but should the petitioner want lighting, an electrical permit would have to be sought with administrative review. Again, Mr. O'Brien stated the lighting standards in the Zoning Ordinance would have to be met, but also if lighting were installed, it would have to end at 10:00 p.m.

Petitioner, Mr. Rich Heim, Vice President for Business Development at Good Samaritan Hospital, stated the banner signs were not going to be illuminated, and the banners were more of a sharing of recognition with the community. In March 2009, he stated the hospital was informed it was one of the top 100 hospitals in the country out of 3,000 hospitals to receive the recognition. Details followed on how the hospital was taking steps to improve itself and its relationship with its patients. Regarding the blank space left on the banner, Mr. Heim explained it was left there for the ease of reading as one drives past it. He also said the hospital is required to use the trademark logo of Thompson Reuters.

Mr. Heim stated the hospital was not planning to use the banners for future advertising. The intent was to recognize the hospital's state and national awards. As to affixing the banner to the wall, rings will be affixed to the wall, and they will not be seen when the banner is removed. Mr. Heim stated he was comfortable if the Commission chose to use language on the banners restricting the verbiage to awards only. Due to the significant costs involved in attaching the banner, he explained it will be attached and remain up as long as possible. He expects this banner to be up the entire 180-day duration.



As to distinguishing this banner from a facility, such as the Coventry Health Care, Mr. Heim envisioned that nothing would preclude them from seeking a similar request. As to other means used to publicize such awards for the hospital, Mr. Heim explained a lot of work was being done internally. However, externally, the hospital has had full-page advertisements in the local and regional newspapers. Additionally, Heritage Fest would have two staffed booths publicizing the hospital's recognition. Mr. Heim explained that the banner itself is constructed out of a stretched fabric (vinyl) material and will be installed professionally on the west wall of the tower.

Chairman Pro Tem Waechtler opened up the meeting to public comment. No public comment received. Public Comment was closed.

Mr. Heim closed by thanking the Commission for considering the petition, noting the employees at the hospital were very proud of receiving the distinction.

Asked if the Village had ever installed any banner signage on the water towers, Mr. O'Brien, to his knowledge, did not recall such signage. Mr. Matejczyk discussed that no complaints or any objections were received to deny this petition.

Mrs. Rabatah asked whether the Commissioners would object to the temporary banner signage being used just to highlight the regional, national, and international recognition awards. Mr. Waechtler suggested removing Condition d. in staff's report since it appeared redundant and replacing it with Mrs. Rabatah's suggestion. However, Mr. Matejczyk voiced concern in that the Village was entering into "gray areas", and it was not the Village's place to regulate what the banner can and cannot say. It was noted that the PUD ordinance was also restricting any future petitioners from renting out the space.

Mr. Cozzo favored the additional language restricting the words to highlight regional, national, and international recognition awards and removing Condition "d" since it was redundant. He reminded the Commissioners that the petitioner stated that no lighting would occur. Mrs. Hamernick did not have issues with the restrictive language either but believed the hospital could handle its own signage properly. Mr. Beggs discussed the overall benefits the hospital has brought to the community, but he could not justify the differentiation between having banners up and down Main Street. He voiced concern about the appearance of Main Street and that the Village should work to protect the aesthetics and appearance of the corridor throughout the community.

Mr. O'Brien stated every business, except Carlucci's, is allowed a 32 sq. foot banner, and every Planned Development is recognized as a unique piece of property. Mr. Cozzo added it was the Commission's responsibility to measure the petition against the standards for approval, specifically Section 28.1607, *Standards of Approval*, and he did not see any standard being violated by the request. Mrs. Hamernick did not have any issues with this request. Commissioners decided to keep the 10:00 p.m. illumination restriction in staff's condition. Mr. Beggs confirmed with Mr. Webster that he was concerned about precedent setting.

**WITH RESPECT TO PC-14-09, MR. MATEJCZYK MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION WITH THE FOLLOWING CONDITIONS (INCLUDING ITEM "D" AND "DAYS" IN ITEM "E" AFTER THE WORD "180"):**

1. **TEMPORARY BANNER SIGNS FOR 3815 HIGHLAND AVENUE SHALL CONFORM TO THE FOLLOWING STANDARDS:**
  - A. **ONLY ONE (1) TEMPORARY BANNER SIGN SHALL BE PERMITTED AT ANY GIVEN TIME.**
  - B. **TEMPORARY BANNER SIGNS MAY CONTAIN UP TO 1,200 SQUARE FEET OF SURFACE AREA.**
  - C. **TEMPORARY BANNER SIGNS SHALL BE AFFIXED TO THE WEST WALL OF TOWER 1.**
  - D. **TEMPORARY BANNERS SHALL NOT BE ILLUMINATED AFTER 10 P.M.**
  - E. **THE TOTAL NUMBER OF DAYS FOR DISPLAY OF THE TEMPORARY BANNER SIGNS SHALL BE LIMITED TO 180 DAYS PER CALENDAR YEAR.**
  - F. **GOOD SAMARITAN HOSPITAL SHALL NOTIFY THE DIRECTOR OF COMMUNITY AT LEAST TEN (10) DAYS PRIOR TO INSTALLING A BANNER.**
  - G. **TEMPORARY BANNER SIGNS SHALL BE REMOVED NO LATER THAN TWENTY-FOUR (24) HOURS AFTER THE CONCLUSION OF THE DISPLAY PERIOD.**
  
2. **ALL OTHER SIGNS SHALL COMPLY WITH THE PROVISIONS OF THE ZONING ORDINANCE.**

**SECONDED BY MR. COZZO.**

**ROLL CALL:**

**AYE: MR. MATEJCZYK, MR. COZZO, MRS. HAMERNICK, MR. QUIRK,  
MRS. RABATAH, MR. WAECHTLER**

**NAY: MR. BEGGS, MR. WEBSTER**

**MOTION CARRIED. VOTE: 6-2**

As to voting nay, Mr. Beggs stated his comments were previously recorded above.

Mr. Webster voted “nay” because he agreed there was a precedent being set. He stated many planned developments were located along Butterfield Road and were commercial in nature. The petition would not stop them from asking for the same.

Mr. O’Brien expects this petition to go before Village Council on June 23, 2009. The telecommunications tower matter is still on the July 6<sup>th</sup> agenda. Should Commissioners not hear from staff by the end of the week, Mr. O’Brien said it was safe to assume the matter would be discussed at the July 6, 2009 meeting.

APPROVED 7/6/2009

**MR. RABATAH MOVED TO ADJOURN THE MEETING. MR. HAMERNICK  
SECONDED THE MOTION. THE MEETING WAS ADJOURNED AT 8:12 P.M.**

/s/ Celeste K. Weilandt  
Celeste K. Weilandt  
(As transcribed by MP-3 audio)