

**REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE
DOWNERS GROVE PUBLIC LIBRARY
May 26, 2010**

MINUTES

ROLL CALL

President Daniels called the meeting to order in the Library Meeting Room at 7:31 p.m. Trustees present: DiCola, Eblen, Greene, Humphreys, Daniels. Trustees absent: Read. Also present: Library Director Bowen, Assistant Library Director Carlson. Visitors: none.

APPROVAL OF MINUTES

Trustees reviewed the minutes of the regular meeting of May 12, 2010. It was moved by DiCola and seconded by Greene **THAT THE MINUTES OF THE REGULAR MEETING OF MAY 12, 2010 BE APPROVED AS AMENDED.** Ayes: DiCola, Eblen, Greene, Humphreys, Daniels. Abstentions: none. Nays: none. Motion carried.

PAYMENT OF INVOICES

Trustees reviewed the list of invoices submitted for payment. It was moved by Greene and seconded by DiCola **TO APPROVE PAYMENT OF OPERATING INVOICES FOR MAY 26, 2010 TOTALING \$78,461.03.** Ayes: DiCola, Eblen, Greene, Humphreys, Daniels. Abstentions: none. Nays: none. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

None.

OPPORTUNITY FOR PUBLIC COMMENT ON OTHER LIBRARY BUSINESS

None.

OLD BUSINESS

None.

NEW BUSINESS

- Discussion of the process for selecting a new library director

As reported to the Board for his annual performance review at the last meeting, Bowen plans to retire at the end of August 2011. The board packet for this meeting contained a suggested

timeline for the job search for a new director and notes on things that should be considered before that search begins. In the suggested timeline the actual search would begin in February 2011 with the goal of offering the position by the end of May 2011 to give the candidate three months to resign from his or her current position and relocate, if necessary. The work to prepare for the search can be done in the fall, so Bowen suggested revisiting the topic in October 2010.

Trustee Read had sent Bowen an email, saying that he had nothing to add to the plan, but he asked if there is a plan for communicating the news of Bowen's retirement to the staff and public. Since the staff does read Board meeting minutes, Bowen sent a memo to the staff with the news right after the last board meeting, so they are aware. As far as communicating it further, the minutes of this meeting will inform anyone who pays attention to the workings of the library, and will also let them know that the Board has a timetable for planning the transition. Bowen would prefer not to make any other formal announcements until the search begins in February 2011, unless the Board thinks that there is some reason to do it sooner.

The trustees discussed hiring a consultant, rather than a headhunter, to assist the board in the search process. They want this to be a hands-on process for the board, rather than leaving much of the work to a headhunter. A couple of names of library consultants were mentioned, and President Daniels said they would need to hire a consultant by October or sooner. Trustee Humphreys said the board would need some training on how to answer community and potential candidates' requests. President Daniels said that the trustees should refer questions regarding the position as well as potential candidates to Director Bowen who will communicate with President Daniels, as necessary. In response to Trustee Eblen's question regarding if there are funds to hire a consultant, Bowen replied that the library budget does have lines for professional consulting and administrative discretionary funds, and the board will be planning the new budget shortly. Trustee Humphreys said the board might need to discuss pay with potential consultants before planning the budget.

- Board walk-around to evaluate the appearance and condition of the building and grounds

This agenda item was moved to the end of the meeting.

- Action to cancel the June 9, 2010 Library Board meeting

Bowen will be out of town on vacation June 4-13. Since there is no pressing business that needs to be addressed, Bowen suggested canceling the June 9 regular board meeting.

It was moved by Greene and seconded by Eblen **TO CANCEL THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES ON JUNE 9, 2010. THE NEXT MEETING WILL BE JUNE 23.** Ayes: DiCola, Eblen, Greene, Humphreys, and Daniels. Abstentions: none. Nays: none. Motion carried.

REPORT FROM THE ADMINISTRATION

There has been more depressing news from library systems. Lewis and Clark (Edwardsville), Alliance (Peoria), and Shawnee (far south) Library Systems are all suspending all services except

delivery and network support on Friday, May 28. Most of the staff is being laid off. Many other staff members will be laid off. Shawnee's director has just retired and the position will not be filled. Prairie Area Library System and DuPage Library System will be announcing their cuts by the end of May.

Also on Friday, May 28, the North Suburban Library System will lay off its entire staff except the inter-library delivery drivers, but even delivery is scheduled to end June 15. Most of the public libraries in the North Suburban Library System have joined together and will contribute funds to maintain library delivery service for three more months. During that time the library directors will investigate alternatives for providing interlibrary loan and facilitating reciprocal borrowing. The Des Plaines Public Library and the Evanston Public Library have decided not to participate in this three month extension. So van delivery service will not be available to and from these two libraries after this week.

The State Library directed library systems to approve a fully funded 2011 budget and submit it to the State Library. At the same time they were told to expect the six month disbursement delays to continue and likely worsen. Even though the fiscal year ends in July, the remaining disbursements for 2010 (over 40% of most systems' budgets) will likely not be released until December. The State Librarian also said that "System consolidation must happen. It would be best if System Boards did this together; however, if consolidation does not occur the Illinois State Library will proceed to reduce the number to one or two." The State Library has not said how consolidation would be accomplished or funded. They have done no work toward that goal. It is a little odd that after providing no leadership for years, the State Library suddenly thinks that they can redesign systems in the midst of the financial disaster.

This week's electronic newsletter from the State Library says:

"Secretary of State and State Librarian Jesse White is committed to working with the systems to ensure that delivery and LLSAPs [consortium catalogs] are maintained, and they will remain our two top priorities as changes occur at the systems in the coming weeks."

Secretary White is likewise committed to maintaining the Talking Book program. Patrons can make arrangements to continue receiving materials by calling their current Talking Book Center or by calling the Talking Book and Braille Service in Springfield at 800-665-5576, option 5.

A quick resolution to this funding crisis is not at hand. As read and heard in local media, other organizations all over Illinois are experiencing the same cash flow problems plaguing library systems. The systems have been told to expect that payments will continue to be significantly delayed in the new fiscal year.

Walter Gordinier's "articulated line" aerial sculpture was installed in the south Curtiss Street atrium the previous Friday. During the board's walk through the building, trustees expressed appreciation of the new piece which is similar to the original damaged piece. It is a little larger and the dichroic glass panes are more vibrant in color. The cost of shipping the piece was a little higher than the estimate of \$1,000 due to what the shipper called "Dimensional Weight." The shipper was convinced to lower the cost from \$1,900 to \$1,390.

TRUSTEE ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

Trustee DiCola who is President of the Library Foundation reported that consideration is being given to using funds raised at the Foundation Mini-Golf event in March to purchase a large monitor to mount on a wall near the Circulation Desk queue to promote library programs and events.

NEW BUSINESS (continued)

- Board walk-around to evaluate the appearance and condition of the building and grounds

It was reported that there is a problem with the expansion joint in the floor between the old building and new building on the second floor. The metal joint is being raised up and may become a tripping hazard. A contractor was contacted to look at the problem, but they advised having a structural engineer look at it first to determine the extent of the problem. PSA-Dewberry, the architects who designed the new building, are arranging for an engineer to inspect the problem and make a recommendation.

The board took a lengthy walk-around to evaluate the appearance and condition of the building and grounds, and a list of needs was compiled, including, but not limited to, thorough and regular cleaning of light fixtures and replacing lamps that are out, washing and painting of walls, tuck pointing, replacing the exterior staff door, painting exterior railings, replacing windows with broken seals, discreet taping of computer and wireless access cords for both safety and appearance, cleaning glass entrances and posting professional signage, and more.

ADJOURNMENT

The meeting was adjourned at 10:00 p.m.