

**REGULAR MEETING OF THE BOARD OF TRUSTEES
DOWNERS GROVE PUBLIC LIBRARY
SEPTEMBER 26, 2012**

MINUTES

1. ROLL CALL

President DiCola called the meeting to order in the Library Meeting Room at 7:30 p.m. Trustees Present: Eblen, Humphreys, Loftus, Read, DiCola. Greene joined the meeting at 7:36 p.m.

Also Present: Library Director Rick Ashton, Assistant Director for Support Services Sue O'Brien, Assistant Director for Public Services Bonnie Reid, Downers Grove Public Library Foundation Board Member John Mochel, Circulation Manager Melanie Mertz.

2. WELCOME TO VISITORS

President DiCola welcomed Mr. Mochel and the staff members to the meeting and thanked them for their interest in the Board.

3. APPROVAL OF MINUTES OF REGULAR MEETING OF SEPTEMBER 12, 2012

Trustees reviewed the Minutes of the Regular Meeting of September 12, 2012. It was moved by Eblen and seconded by Loftus THAT the Minutes of the Regular Meeting of September 12, 2012 be approved. Ayes: Eblen, Humphreys, Loftus, DiCola. Abstentions: Read. Nays: none. Motion carried.

4. APPROVAL OF MINUTES OF EXECUTIVE SESSION OF SEPTEMBER 12, 2012

It was moved by Humphreys and seconded by Eblen THAT the Minutes of the Executive Session of September 12, 2012, be approved. Ayes: Eblen, Humphreys, Loftus, DiCola. Abstentions: Read. Nays: none. Motion carried.

5. PAYMENT OF INVOICES (WITH EXCEPTIONS) AND RELATED FINANCIAL REPORTS

President DiCola acted to combine Agenda Item 5 and Agenda Item 9b. The Board reviewed the list of invoices submitted for payment. It was moved by Read and seconded by Greene TO APPROVE payment of operating invoices for September 26, 2012, totaling \$40,351.96 and Insurance Invoices totaling \$23,597.00, credit memos totaling \$26.39, and a Journal Entry for

\$2,000.00 for employee parking. Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

6. OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

None.

7. OPPORTUNITY FOR PUBLIC COMMENT ON OTHER BUSINESS

None.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

- a. Approval of Property and Casualty, Workers Compensation, and Umbrella Liability insurance coverage with CNA Insurance, for the period October 1, 2012-October 1, 2013.

Ashton presented the proposals from three companies secured by the Library's broker, Myers-Briggs.

It was moved by Humphreys and seconded by Read TO APPROVE the CNA proposal as presented. Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: none. Nays: none. Motion carried.

- b. Approval of Insurance Invoices totaling \$23,597.00. This item was combined with Agenda Item 5.

10. REPORT OF THE DIRECTOR

Ashton reported the following:

- a. Nicole Wilhelms has been appointed as Manager of the new Adult and Teen Services department and has begun to work with a staff of more than thirty people to create a new, seamless service strategy.
- b. The former Reference desk has been relocated to house the new Adult and Teen Services team. Architectural Woodworking and Design, the original design-builders of the desk, carried out the relocation with assistance of Frank Electric and many library staff members coordinated by Sue O'Brien and Bonnie Read. The new ASK US sign will be hung above the desk soon.

- c. Village of Downers Grove health screening and wellness initiatives have been given a financial incentive dimension for fall 2012. Employees who participate in the screening and assessment programs will be able to avoid a \$50 per month health insurance premium increase for single coverage, \$100 per month if employee and spouse both participate, under family coverage. Since Blue Cross-Blue Shield has not yet published the premium figures for 2013, it is not yet possible to determine how these financial incentives might affordably be offered to Library personnel who are participating in the health insurance program.
- d. Recent press coverage has included an article on library fund-raising in the TribLocal.
- e. Requests for Proposals for the self-check equipment and the automated material handling equipment will be published October 15.

11. BOARD MEMBER COMMENTS AND REQUESTS FOR INFORMATION

Greene inquired about progress on the question of reversing the direction of traffic in the alley directly east of the Library building. Ashton reported that a meeting with Village of Downers Grove Public Works staff will be held in mid-October to explore the topic.

John Mochel commented that his grandfather had donated the land for the alley to the Village.

DiCola extended her congratulations to Nicole Wilhelms in her new position as Manager of Adult and Teen Services.

14. ADJOURNMENT

President DiCola adjourned the meeting at 8:05 p.m.

FOLLOWING ADJOURNMENT

The Board of the Downers Grove Public Library Foundation held a meeting to discuss the Foundation's recent financial progress and ongoing strategy for fund-raising.