

**DOWNERS GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
WEDNESDAY FEBRUARY 27, 2013, 7:30 P.M.
LIBRARY MEETING ROOM**

MINUTES

1. **Call to Order.** President Kathleen DiCola called the meeting to order at 7:30 p.m.
2. **Roll Call.** Present: Trustee Susan Eblen, Trustee Wendee Greene, Trustee David Humphreys, Trustee Daniel Loftus, Secretary Thomas Read, President Kathleen DiCola.
Absent: None.

Also Present: Library Director Rick Ashton, Assistant Director for Public Services Bonnie Reid, Assistant Director for Support Services Sue O'Brien.

3. **Welcome to Visitors.** President DiCola welcomed the staff members and thanked them for their interest in the work of the Board.

4. Approval of Minutes

a. **Regular Monthly Meeting, January 23, 2013**

It was moved by Eblen and seconded by Humphreys THAT the Minutes of the Regular Monthly Meeting of January 23, 2013, be approved. Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: None. Nays: None. Motion carried.

b. **Special Called Meeting, February 13, 2013**

It was moved by Eblen and seconded by Loftus THAT the Minutes of the Special Called Meeting of February 13, 2013, be approved. Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: None. Nays: None. Motion carried.

c. **Special Called Meeting, February 16, 2013**

It was moved by Loftus and seconded by Eblen THAT the Minutes of the Special Called Meeting of February 16, 2013, be approved. Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: None. Nays: None. Motion carried.

5. Approval of Payment of Invoices and Related Financial Reports

The Board reviewed the list of invoices submitted for payment and other financial reports. It was moved by Read and seconded by Greene TO APPROVE payment of Invoices of \$81,088.94, Credit Memos of \$122.88, budget journal entries of \$2,184.80, and to recognize January 2013 payrolls of \$175,790.43. 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

Architect Selection Process for Library Renovation Project: Ranking of three finalist firms for the purpose of proceeding to contract negotiation and award.

The Board discussed the proposals, interview-related information, and Director's reference-checking report.

It was moved by Humphreys and seconded by Read THAT the firms be ranked as follows:

1. Product Architecture + Design
2. Engberg Anderson
3. Dewberry

Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: None. Nays: None.
Motion carried.

The Board directed Ashton to inform the firms of this decision and to initiate contract negotiations as soon as possible. The Board designated President DiCola and Trustee Loftus to act as an advisory group for these negotiations, with the goal of presenting a contract for Board approval at the March 27, 2013, meeting.

9. New Business

- a. Approval of a Resolution of Appreciation for Eighteen Downers Grove Public Library Staff Members.

It was moved by Eblen and seconded by Loftus THAT the Resolution be approved and communicated to the staff members. Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: None. Nays: None. Motion carried.

- b. Approval of a Resolution of Appreciation for Midwestern University Student Workers

It was moved by Greene and seconded by Loftus THAT the Resolution be approved and communicated to the President of Midwestern University. Ayes: Eblen, Greene, Humphreys, Loftus, Read, DiCola. Abstentions: None. Nays: None. Motion carried.

10. Report of the Director

Ashton summarized his written report (attached) and supplied additional information relating to 10b, Financial condition through February 2013, and 10c, Staff In Service Day report.

11. Board Member Comments and Requests for Information

None.

12. Adjournment

President DiCola adjourned the meeting at 8:25 p.m.

Agenda Item 10.

**DOWNERS GROVE PUBLIC LIBRARY
REPORT OF THE DIRECTOR
FEBRUARY 27, 2013**

- a. **Strategic Plan update.** The Library is moving ahead actively with the implementation of all seven Strategies. Notable items:

Maintain focus on books and reading. The Big Read promotion, featuring *The Shoemaker's Wife*, by Adriana Trigiani, is in full swing.

Develop services based on community needs. The former Magazine and Computer Desk has been reorganized as the Computer Help Desk, with additional training and support for the clerks who staff it. This more focused service will support the high demand for advice and training by the public. The Library has been awarded a Summer Teen Intern Grant from YALSA (the youth service division of the American Library Association) and the Dollar General Literacy Foundation. This will allow the Library to employ several teen interns to assist with summer reading.

Establish a community presence. Children's Library staff members recently delivered a story-telling and early-literacy training workshop to staff from twelve KinderCare childcare centers. Teen Committee staff members developed a Speed Dating with Books event in conjunction with the school librarians and Herrick Middle School and O'Neill Middle School, at which more than 400 students participated.

- b. **Financial condition through February 2013.** Figures will be supplied at the Board meeting.
- c. **Staff In Service Day report.** This annual training day was held February 22. The major elements of the day included staff recognition, the State of the Library report, a group effort to discern *What Shall We Tell Our Architect* (with the assistance of Jamie Bukovac, former Assistant Director, currently Director of the Indian Prairie Public Library), and a performance of *The Mighty Ted*, a musical production based on the journey of Ted Waltmire, a former staff member who suffered a stroke in 2009.
- d. **Recent media coverage.** Attached.

VILLAGE OF DOWNERS GROVE
Stormwater and Flood Plain Oversight Committee Meeting
January 10, 2013, 7:00 p.m.

Downers Grove Public Works Facility
5101 Walnut Avenue, Downers Grove, Illinois

I. CALL to ORDER

Chair Eckmann called the meeting to order at 7:00 p.m. A roll call followed and a quorum was established.

II. Roll Call

Members Present: Chair Eckmann, Mr. Crilly, Mr. Gorman, Mr. Ruyle, Mr. Scacco, Mr. Schoenberg

Arrived at 7:05: Mr. Austin

Staff Present: Karen Daulton Lange – Stormwater Administrator
Dawn Didier – Staff Attorney

III. APPROVAL December 13, 2012 MINUTES

Mr. Gorman moved to approve the minutes, seconded by Mr. Scacco. Motion carried by voice vote.

IV. PUBLIC COMMENTS

None. Dawn Rhodes, Tribune Reporter, introduced herself. Mr. Austin arrived.

V. OLD BUSINESS

A. 2013 Meeting Dates

Ms. Daulton Lange presented the list of 2013 meeting dates which had been discussed at the last meeting, and which have been given to the Village Clerk. **Mr. Austin moved to approve the meeting dates, seconded by Mr. Crilly. Motion carried by voice vote.**

B. 1310 Headwall

Ms. Daulton Lange reported that a meeting with the owners and the staff engineer in charge of the project has taken place. The owners relayed that they are taking the concept design and easement information under advisement. It is expected that this project will not occur during the 2013 construction season, and the owners will be kept informed of the project status.

VI. NEW BUSINESS

A. Public Hearing Procedures for Stormwater Utility Appeals

Dawn Didier, Staff Attorney gave a summary of the Stormwater Utility appeals process. There are four specific areas that can be appealed: (1) fee; (2) classification/tier level; (3) impervious area calculation; (4) denial of Credit or Incentive application.

A court reporter will be present and will swear in all staff members and public who may wish to testify; the Committee members are not sworn in.

The following process was outlined for a public hearing:

1. The Appellant will present testimony regarding their appeal, after which the Committee members and Village Staff may question the Appellant and any of the Appellant's witnesses.
2. Village Staff will present testimony or evidence in opposition to the appeal. The Appellant and Committee members may then cross-examine Village Staff who have spoken.
3. The Appellant is afforded an opportunity to make a closing statement.
4. Village Staff has an opportunity to make a closing statement.
5. Deliberation by the Committee.
6. Motion.

Ms. Didier stated that the Committee is the final decision making body at the Village level; any further appeals would go through the circuit court of DuPage County. Her roll at the hearing is to represent the Committee.

If the Committee desires more information, they may continue the hearing to the next meeting date. If no action is taken and 45 days elapses, the appeal is automatically denied.

Some discussion ensued regarding impervious area definition and the functionality of permeable pavement systems.

VII. STAFF REPORT

Ms. Daulton Lange distributed copies of letters and emails concerning next month's hearing for 5628 Fairview.

VIII. ADJOURN

Mr. Gorman made a motion to adjourn the meeting at 8:25 p.m., seconded by Mr. Ruyle. Motion carried by voice vote.