



MORTON GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
DECEMBER 8, 2011

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1. Call to Order & Pledge of Allegiance

President Albers called the meeting to order at 7:00 p.m.

2. Roll Call

Secretary Berg called the roll.

Trustees Present: Mark Albers, President; Paul Berg, Secretary; David Calimag; Arthur Goldstein; Dan Hoffman; Cathy Peters, Treasurer; Christa Quinn

Others Present: Kevin Justie, Co-Director; Assistant Director; Natalya Fishman, Co-Director; Head of Reference Services; Blanche Miyamoto, Administrative Assistant; Carol Flood, Administrative Assistant; Karina Guico, Programming Assistant; two additional staff, 5 patrons, 2 media
Absent: Frank Tennant, Legal Counsel

3. Minutes

Minutes of the regular meeting of November 10, 2011 were reviewed.

Trustee Hoffman called attention to #11 New Business of the minutes. He requested that the word "violation" be stricken from the minutes. He used the "Guide to The Illinois Meetings Act" to defend his reasons.

After a short discussion, President Albers and the board decided to table the minutes until Corporate Counsel is consulted regarding this matter.

Motion by Trustee Quinn to table the minutes pending on Counsel's review.

Seconded by: Trustee Hoffman

Trustee Peters	No
Trustee Berg	Abstain
Trustee Calimag	Yes
Trustee Goldstein	Yes
Trustee Hoffman	Yes
Trustee Quinn	Yes
President Albers	Yes

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4. Special Reports – None

5. Public Comments – Agenda Items Only - None

6. President's Report

President Albers gave a review of events that took place during 2011. A few are highlighted:

- Violation of Open Meetings Act – No financial penalty was imposed on the library.
- The board announced their intent to make MGPL more ADA compliant.
- Acting Co-Directors – Kevin Justie and Natalya Fishman were appointed.
- Email and Record Retention Policy was approved.
- The parking lot license agreement with St. Martha was approved.
- The auditor stated that the 2010 financial records were not kept well.
- The budget for 2012 lowered the tax levy by close to 5%.

A thank you was given to Ryan Horne from the Village for his help in straightening out the finances.

7. Treasurer's Report

Treasurer Peters presented the November reports, which included a review of the cash statement, accounts payable and income statement.

It was reported that we are now working with PMA as an investment advisor to increase the income in our money funds.

Trustee Quinn asked about the status of the forensic audit. She was told that it is presently not on the agenda but open for consideration.

The Board accepted the Treasurer's Report.

8. Committee Reports

Finance Committee – Trustee Peters reporting.

The co-directors will be working with PMA, MGPL's new investment advisor

The next Financial Committee meeting was scheduled for January 10, 2012 at 4:15 p.m.

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Building and Grounds –Trustee Quinn reporting.

A summary of the November 16th meeting was presented:

Priority areas of improvement of the library were listed and discussed:

1. Entrance/Exits
2. Second floor accessibility
3. Door handles
4. Updating MGPL website

Contractors will be contacted to get estimates on the cost of improvements.

Trustee Quinn mentioned the cost of the improvements to be about \$4 million. Trustee Peters said that the \$4 million was quoted for the improvement of the entire building. The 2012 target spending on ADA improvement compliance projects would be allocated at approximately \$40,000 to \$50,000.

Trustee Goldstein stated that the board must follow Title 71 and Section 400.510 in any renovation to the building.

Policy - None

9. Staff Reports

Directors' Report

Co-Director Justice reporting:

It was noted that the November 2011 circulation was higher than any previous November. There is an anticipation of an increase in questions about e-books and other technical devices that patrons will receive as holiday gifts.

On December 14, 2011 the library will be installing a new network firewall. No Internet connection will be available beginning at 9 a.m. and continuing for 4 – 6 hours.

Co-Director Fishman reporting:

There were several changes in personnel. Jamie Kallio in Youth Services left. Kate Dougherty, will be replacing Jamie in YS. Brenda Metelka left the Programming Department and now is a part-time reference librarian. Christina Freitag was hired as a part-time librarian. December 9 is Ruth Landy's last day at MGPL. A job opening has been posted for Ruth's position. Also a job opening has been posted for 2 program aides to assist with program presentations and the delivery of library materials, replacing 2 staff members who have transferred to other departments.

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Trustee Peters thanked both Ruth Landy and Brenda Metelka for all of their hard work.

Corporate Council – No report.

Communications - None

10. Unfinished Business

None

11. New Business

Board Meeting Calendar – 2012

The schedule for Board meetings in 2012 was reviewed by the trustees.

Motion by Trustee Calimag to approve the calendar.
Seconded by Trustee Peters
Approved by voice vote.

Open Meeting Compliance – Review of Closed Session Minutes

A copy of the seven sets of Executive Minutes from 2011 were passed out to all the Trustees. The seven session dates were January 13; April 14; June 9; July 7; July 14; September 8 and October 13. It was recommended that the minutes from the Executive Sessions of April 14, 2011 and June 9, 2011 be released to the public and the rest remain confidential.

Motion by Trustee Peters to release the minutes of April 14, 2011 and June 9, 2011 to the public.
Seconded by Trustee Calimag.
Approved by voice vote.

Violation of MGPL By-Law by Trustee Hoffman

President Albers stated that there was a violation of the bylaws by Trustee Hoffman when he voluntarily testified on behalf of former Director Schapiro's appeal for Unemployment Compensation. He stated that by testifying Trustee Hoffman was taking a position against the Board and that he had a duty not to testify. Trustee Hoffman said that he just honestly answered the questions that the Judge asked him.

Trustee Quinn stated her concern that the by-laws have not been updated and that she feels that they are not being applied equitably to all trustees.

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Trustee Peters made a comment that Illinois state law supersedes all local Government by-laws. No action or decision was made.

12. Public Comments – Non-Agenda

Morton Grove resident Larry Levine expressed his concern that the physical space of the Youth Services Department needs to be more user-friendly.

Motion by Trustee Peters to go into Executive Session to discuss personnel matters at 7:45 p.m.

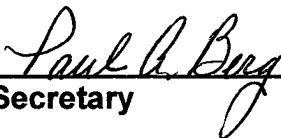
Seconded by President Albers.

Roll call vote:

Berg	Yes	Peters	Yes
Calimag	Yes	Quinn	Yes
Goldstein	Yes	Albers	Yes
Hoffman	Yes		

Enter regular meeting from executive session at 8:05 p.m.

Meeting was adjourned at 8:06 p.m.


Secretary