

**MORTON GROVE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**MINUTES OF THE REGULAR MEETING**

**JUNE 11, 2009**

*Mission Statement*

*The Morton Grove Public Library will provide a place offering materials, programs and services to assist the community in its pursuit of personal growth and lifelong learning.*

*Vision Statement*

*Morton Grove Public Library will meet the needs of its growing increasingly diverse community by providing services and partnering with other community organizations. All will be welcome to follow their interests, expand their dreams, learn new skills and interact with other members of the community to enhance their quality of life. The Board of Trustees and staff will work together to serve the public and respond to the changing roles of libraries.*

**1. Call to Order**

President Hoffman called the meeting to order at 7:30 p.m.

**2. Roll Call**

Secretary Sykes called the roll.

**Trustees Present:** Bernadette Fahy; Arthur Goldstein, Treasurer; Dan Hoffman, President; David Levin; Renée Miller; Agnes Quinn; Jan Sykes, Secretary

**Others Present:** Benjamin Schapiro, Director; Natalya Fishman, Head of Reference; Blanche Miyamoto, Administrative Assistant

**Visitors:** Rosetta Metz, Community Outreach Coordinator; Marlene Mark, Reference Librarian; Eric M. Poders; Estelle Cooperman; Rick McCarthy, PSA-Dewberry/BCA architect; Doug Pfeiffer, PSA-Dewberry/BCA project manager

**3. Minutes**

Minutes of the regular meeting of May 14, 2009 were reviewed.

## **Minutes of Board of Trustees Meeting- June 11, 2009-Page 2**

Correction to the minutes – Page 4, item #9 Unfinished Business, New Building – remove entire sentence “Trustee Goldstein will be contacting the owners of the Par King and Frank’s Nursery property.”

**Motion** by Trustee Sykes to approve the minutes.  
Seconded by Trustee Miller.  
Approved by voice vote.

Minutes of the special meeting of May 28, 2009 were reviewed.

**Motion** by Trustee Miller to approve the minutes.  
Seconded by Trustee Sykes.  
Approved by voice vote.

### **4. Public Comments**

Estelle Cooperman thanked the trustees for honoring her 36 years of service as Library Trustee at the Trustee Reception.

### **Meeting the New Reference Librarian**

Natalya Fishman, Head of Reference, introduced Marlene Mark to the Board. Marlene started on June 2, 2009.

### **5. Treasurer’s Report**

Treasurer Goldstein presented the May reports, including a review of the cash statement, accounts payable and income statement.

The Board accepted the Treasurer’s Report.

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### **6. Committee Reports**

**Finance Committee** – June 9, 2009 meeting, Treasurer Goldstein reporting.

The committee reviewed the May financial reports.

The next meeting was scheduled for Tuesday, July 7, 2009 at 4:30 p.m.

***Building and Grounds*** -None

***Policy*** – None

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***Fund Development Planning*** – Chairman Hoffman reporting. Strategic Planning – Review and discussion of the MGPL Strategic Plan. Director Schapiro and Trustee Levin will schedule a time to meet and talk about strategic planning. It was suggested that the mission and vision statement be printed in the minutes.

### **7. Friends of the Library Report**

The next scheduled meeting is for Wednesday, June 17, 2009 at 7:00 p.m.

### **8. Librarian's Report**

#### ***Statistics***

Year to Date total circulation is 136,968, 8.4% more than the same period in 2008 (126,353).

Website hits from non-staff users were 217,762 for May, up from April by 20,204.

Patron registrations show a net increase of 30 from April at 9,259 active cards, with 76 new patrons and 137 renewals. This represents 41.2% of the Morton Grove population with active cards.

MyMediaMall downloads were 60 for April. Registration now totals 378 with 4 patrons joining.

#### ***July 4<sup>th</sup> Parade***

The parade begins at 2:30 p.m. All participants will meet at 1:30 p.m. at the library.

Trustees attending: Bernadette Fahy; Art Goldstein; David Levin; Renée Miller; Agnes Quinn; Jan Sykes

#### ***Adult Literacy Collection***

Large increase in usage.

#### ***Summer Reading Program and Library Challenge***

Nancy Brothers has done an impressive job in getting businesses to donate prizes towards the summer reading program.

#### ***Employee Handbook***

The first review and edit has been completed. It will now be sent to ADP HR for review.

#### ***LCD Projector***

The library is looking into purchasing an LCD projector to be used in the Estelle Cooperman Board Room.

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### ***Sprinkler System***

The sprinkler system will need to be replaced. The estimated cost is \$5,700.

### ***Missing Video Games***

Four video games are missing out of the circulation collection.

### ***Open Meetings Act Section 7-Attendance by a means other than physical presence.***

A quorum (4 ) must be physically present but other members may attend the meeting by video or audio conference.

The person who wishes to attend by video or audio conference must let the Board know in advance.

## **9. Unfinished Business**

### ***New Building***

None

## **10. New Business**

### ***PSA-Dewberry/BCA Proposal***

The proposal by Rick McCarthy and Doug Pfeiffer is to do a modernization study on MGPL. This is a summary report which covers the assessment and suitability of the building and a needs analysis. No decision was made. The Board requested that Rick send samples of studies of libraries comparable to MGPL.

### ***Committee Assignments***

President Hoffman appointed trustees to the following committees:

Finance Committee – Treasurer Art Goldstein; Bernadette Fahy

Policy Committee - Chairman Jan Sykes; Agnes Quinn

Building & Grounds – Chairman Renée Miller; David Levin

### ***August Meeting – Date Change***

Director Schapiro requested that the Board meeting be changed in August.

**Motion** by Trustee Miller to move the Board meeting from the 13<sup>th</sup> of August to the 27<sup>th</sup> of August.

Seconded by Trustee Fahy.

Approved by voice vote.

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***Communications***

Electronic Packets – Some board members are interested in downloading the board packets and using the MGPL laptops to view the materials in the packet. It was decided that the library would do a pilot first. Trustees Levin, Miller and Sykes volunteered to participate in the pilot.

Meeting was adjourned at 9:20 p.m.

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**Secretary**