

**MORTON GROVE PUBLIC LIBRARY**  
**BOARD OF TRUSTEES**  
**MINUTES OF THE REGULAR MEETING**  
**MARCH 12, 2009**

**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:*** Sadiqua Ahmad; Estelle Cooperman; Arthur Goldstein; Dan Hoffman, President; Renée Miller; Agnes Quinn; Jan Sykes, Secretary

***Others Present:*** Benjamin Schapiro, Director; Kevin Justie, Assistant Director/Coordinator of Automated & Technical Services; Natalya Fishman, Head of Reference; Blanche Miyamoto, Administrative Assistant

***Visitors:*** Helga Scherer, Head of Technical Services; Rosetta Metz, Community Outreach Coordinator; Eric M. Poders; David Levin, Morton Grove Resident; Anna Yackle, representative from NSLS; Jerry Schilf, President of Employee Benefits by Design

**3. Minutes**

Minutes of the regular meeting of February 12, 2009 were reviewed.

Correction to the Minutes on page 2 under the heading Committee Reports, Fund Development Planning, the first sentence “ The Vision Committee – Trustee Cooperman, Goldstein, Miller and Sykes ...” remove “Miller”.

Correction to the Minutes on page 3 under the heading Committee Reports, New Strategic Plan, the second sentence “ The following trustees – Cooperman, Goldstein and Sykes ...” remove “Cooperman” and add “Miller”.

## **Minutes of Board of Trustees Meeting- March 12, 2009-Page 2**

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

Minutes of the Executive Session of February 12, 2009 will be reviewed at the April meeting.

### **4. Public Comments – None**

#### **NSLS Presentation**

Anna Yackle presented President Hoffman with a Silver Level Certificate for completing all of the NSLS trustee education courses.

#### **Group Medical Insurance Renewal Presentation**

Jerry Schilf reviewed the various medical plans, dental plans and life insurance plans. The trustees decided to renew the BlueCross BlueShield group plan for the library.

**Motion** by Trustee Cooperman to accept the proposed BlueCross BlueShield renewal medical plan with the 4% increase for 2009.  
Seconded by Trustee Miller.  
Approved by unanimous roll call vote.

### **5. Treasurer's Report**

President Hoffman presented the February reports, including a review of the cash statement, accounts payable and income statement.

Cash statement graph – Trustee Cooperman suggested that two changes be made to the graph: add the year and show months in reverse order.

The Board accepted the Treasurer's Report.

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**Finance Committee** – March 10, 2009 meeting, Trustee Quinn reporting.

The committee reviewed the February financial reports.

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

## **6. Committee Reports**

***Building and Grounds*** -None

***Policy*** – None

***Fund Development Planning*** – Chairman Hoffman reporting.

The Strategic Planning Committee met on Tuesday, February 24, 2009 at 4:30 p.m. to review the vision and mission statements and develop the strategic plan into general themes.

The 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.

The 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.

The general themes:

Outreach – cooperate with ELL, school districts, village, park district, churches and businesses

Building – new building, interim facility during building, acquire adjacent properties

Collection – add more non-English language materials and various media formats to the collection

Staffing – multi-lingual, marketing expertise, technology skills

Technology – walk-around reference

The next step on the strategic plan is to add staff to the committee for input.

The next scheduled meeting is Monday, April 6, 2009 at 4:30 p.m. in the Board Room.

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

The Minutes of the February 18, 2009 meeting were reviewed.

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

#### ***Statistics***

Year to Date total circulation is 54,680, 7.3% more than the same period in 2008 (50,966).

Website hits from non-staff users were 184,385 for February, down from January by 13,876.

Patron registrations show a net increase of 86 from January at 9,089 active cards, with 90 new patrons and 131 renewals. This represents 40.9% of the Morton Grove population with active cards.

MyMediaMall downloads were 58 for February. Registration now totals 364 with 12 patrons joining.

#### ***Tech Savvy Saturdays***

The reference librarians will be presenting a series of lectures/demonstration programs on the second Saturday of every month.

#### ***Science Chicago***

The Library was awarded a date, July 25, 2009, to have the Science Chicago program, LabFest, available in Morton Grove. This will be a cooperative effort with School District 70 and the Morton Grove Park District.

#### ***Per Capita Grant***

The Library was awarded a FY2009 Illinois Public Library Per Capita Grant in the amount of \$27,161.22.

### **9. Unfinished Business**

#### ***New Building***

No report.

### **10. New Business**

#### ***Facilities License Agreement for Parking***

Director Schapiro will have the Library's attorney review this license agreement for rental parking at St. Martha Parish. No action was needed at this point.

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### ***“School Use Only” Library Cards***

The resolution was reviewed and discussed.

**Motion** by Trustee Sykes to approve changes to the “School Use Only Library Card Policy” allowing the Library to provide School Use Only cards to teachers at Niles West High School.

Seconded by Trustee Goldstein.

Approved by voice vote.

### ***Reallocation Budget Resolution***

The proposed reallocation budget for 2009 with the resolution and notes was reviewed and discussed.

### ***Communications***

President Hoffman introduced the idea of using the Library’s laptops to view the minutes and packet information electronically. The idea was discussed but no decision was made.

Meeting was adjourned at 8:58 p.m.

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**Secretary**