

MORTON GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
OCTOBER 11, 2007

1. Call to Order

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

2. Roll Call

Secretary Quinn called the roll.

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

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

Visitor: Dan Berg, auditor/partner from Sikich Professional Services & Support

3. Minutes

Minutes of the regular meeting of September 20, 2007 were reviewed.

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

Correction - Librarian's Report, under the title "Morton Grove Family Fest & Block Party" change "first annual event" to "event".

4. Treasurer's Report

Treasurer Cooperman presented the September reports, including review of the cash statement, accounts payable, and income statement.

The Treasurer's Report was accepted by the Board.

Minutes of Board of Trustees Meeting– October 12, 2007-Page 2

Audit Review of Year 2006

Dan Berg from Sikich Professional Services & Support reviewed the financial statement of the Morton Grove Public Library, the fund balance and the capital assets.

Finance Committee – October 9, 2007 meeting, Trustee Cooperman reporting.

The committee reviewed the September financial reports.

The next meeting was scheduled for Tuesday, November 6, 2007, at 4:30 p.m.

5. Committee Reports

Building and Grounds – no report

Policy – October 3, 2007 meeting, Jan Sykes reporting.

Two policies were discussed – Public DVD Player Use and Internet Chat Reference. The committee recommended that the board approve the two policies.

Motion by Trustee Cooperman to accept the Public DVD Player Use policy as written.

Seconded by Trustee Hoffman.

Approved by voice vote.

Motion by Trustee Cooperman to accept the Internet Chat Reference Policy with editorial changes.

Seconded by Trustee Hoffman.

Approved by voice vote.

Fund Development Planning – September 27, 2007 meeting, Trustee Hoffman reporting.

The majority of the meeting dealt with the planning of the Retreat on October 20 from 8:30 a.m. to 12:00 p.m. All trustees and a few staff will be attending.

The fund development issues compiled by the ESC team will be discussed. Participants will be divided into three work groups. Each group will continue to meet after the retreat to develop a plan to be presented to the Board by the second week of February 2007.

Minutes of Board of Trustees Meeting –October 11, 2007-Page 3

Susan McGowan, Head of Reference will not be able to attend this Retreat so Colleen Ringel, Reference Librarian, will be participating. The Board was in agreement with this matter.

6. Librarian's Report

Statistics

Year to date total circulation is 231,758, 7.2% greater than the same period in 2006 (216,097).

Website hits from non-staff users were 154,292 for September, an average of 5,143 hits per day, a 4% decline over September 2006. The statistics continue to follow the standard curve of the year and continue to stay above the previous year.

Morton Grove Family Fest & Block Party

This event went very well. A large number of staff participated and made a positive impact on the residents.

Morton Grove Chamber of Commerce

The Brown Bag Luncheon had a small turnout on Wednesday, October 3, 2007. The expectation is that the program will grow as word gets out to the business community.

Budget Draft for 2008

Director Schapiro will be discussing the budget in more detail under New Business.

7. Unfinished Business

New Building

Trustee Goldstein inquired about the real estate that was formerly Frank's Nursery on Dempster. The owners are not interested in selling or leasing that property. Trustee Goldstein suggested that the board get together with Mayor Krier and discuss land options. President Miller requested that Director Schapiro contact the Mayor and set up a meeting in January 2007 with the Library Board. It was suggested that Bill Neuendorf, the Economic Development Director of the Village be invited also.

8. New Business

Draft of 2008 Budget

Director Schapiro handed out the draft to the trustees. Each line item of the budget was examined and if needed, was discussed. The final budget will be presented in the November board meeting.

Minutes of Board of Trustees Meeting –October 11, 2007-Page 4

9. Communications

Trustee Cooperman informed the board that the 2005 recorded tapes of the interviews for the position of Executive Director will be destroyed.

Trustee Cooperman asked that each trustee be given a copy of the list of employees and their department. Another request was to remind staff to use their name badges.

Meeting was adjourned at 9:17 p.m.

Secretary

