

GREEN HILLS PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
August 16, 2010 Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on August 16, 2010.

CALL TO ORDER AND ROLL CALL OF REGULAR MEETING

A quorum being present, President Kelleher called the meeting to order at 5:10 p.m.  
Present were: J. Howley, J. Jackson, S. Culen, and R. Kelleher  
Absent were N. Angelos, S. Pascascio, and A. Sivam.

Also present were: Annette Armstrong, Library Director, Donna Spiewak, Assistant Director, and Jo Ann Sheehy, Administrative Assistant.

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENT

No Visitors were present.

APPROVAL OF MINUTES

S. Culen moved and it was seconded that the Board of Trustees approve the minutes of the June 21, 2010 Regular Meeting.

Upon a voice vote, all trustees present voted aye.

OPERATING FUND TREASURER'S REPORT AND WARRANTS

Treasurer Jackson moved, and it was seconded, that the Operating Fund Treasurer's Reports for the months ending July 31, 2010 and August 2010 be received and filed for audit and that Operating Fund Warrants #s 1 and 2, for the months of July and August, in the amounts of \$212,192.67 and \$226,527.44 respectively, be approved and authorized for disbursement.

Upon a roll call vote, all Trustees present voted Aye. Motion carried.

PRESIDENT'S REPORT

President Kelleher reported continuing positive community "buzz" about the construction on the north side of the building.

DIRECTOR'S REPORT

Rooftop Preview Party date has been changed to Saturday, September 18 at 11:30 at the Lill Street Art Gallery.

HVAC boiler work is proceeding and is on track to be completed by the end of September.

North Side Project is progressing nicely. The ceramic artist will begin installing the “community wall” mural and the children’s reading garden mural at the end of the month. She has informed me that she miscalculated the amount of time needed for the entire project and will complete the mural project next spring.

Director Armstrong reported that all usage and attendance statistics are up substantially but a very interesting statistic is that 85% of the District now has Library cards!

DISCUSSION OF ISSUES FOR PER CAPITA GRANT REQUIREMENT August 16, 2010:

**Legal Compliance:** As per Chapter 1 “Core Standards 7” of “Serving Our Public...” the Board reviewed the Bylaws and found them in accordance with Illinois Public Library Standards. One update made as a result of our discussion is an amendment to ARTICLE IV: Committees to include the sentence: “Committees shall comply with provisions of the Open Meetings Act.” **Standards Chapter Review:** The Board reviewed Chapter III “Personnel” of “Serving Our Public...” We found that the Library complies with all legal obligations, has a personnel policy that is reviewed by counsel every 2.5 years, provides job descriptions, and compensates at a competitive rate of pay. We no longer provide annual evaluations but review our employees on an ongoing basis. We meet every standard and, in addition, invest heavily in cross training, and ongoing education for our employees. **Trustees:** The Board reviewed all standards and Chapters but emphasized the following priorities for our District: Chapter 4, Facilities, Chapter 7, Collection Management, Chapter 9 Programming, Chapter 10, Marketing, Promotion and Collaboration, and Chapter 11 System and Illinet Membership Responsibilities. Our review covered new issues in collection management such as online books, software, and digital readers. Chapter 4’s review included plans to make our facility more sustainable, Chapter 7’s discussion included future plans such as implementing Blio software and creating a digital book club, and continuing to look for ways to make downloads available to our patrons. Chapter 9’s review involved a discussion of collaborative programming, Chapter 10 involved a stronger emphasis on public relations/marketing, and Chapter 11 included a lively discussion of the impact of reduction (and possible elimination) of system services including delivery. **Five Impacts:** 1. Digitization of books and use of e-readers. 2. Helping other agencies to reduce costs through collaborative efforts. 3. Use of podcasts, phone apps, and other electronic means to communicate with our residents. 4. Reduction or elimination of System services including delivery. 5. Positive impact of becoming a more sustainable facility.

#### NEW BUSINESS

No new business.

ACTION ITEMS:

**#10-08-14** President Kelleher motioned and it was seconded to approve Ordinance #1147 2010-2011 .02% Building & Maintenance Levy. Upon roll call all trustees voted aye.

**#10-08-15** S. Culen motioned and it was seconded that the Illinois Public Library Annual Report (IPLAR) be approved. Upon voice vote all trustees voted aye.

**#10-08-16** J. Howley motioned and it was seconded to set a the public hearing date of September 20 for the 2010-2011 Budget & Appropriations Ordinance. Upon roll call all trustees voted aye.

CORRESPONDENCE/ARTICLES/MEETINGS/EVENTS. and NEWS

The Board noted the positive letters sent by satisfied patrons.

ADJOURNMENT

There being no further business before the Board, President Kelleher adjourned the meeting at 6:09 p.m.

Prepared and submitted by,

 

Annette Armstrong and Donna Spiewak Recording Secretaries