

MORTON GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
APRIL 10, 2008

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, Arthur Goldstein; Treasurer; Dan Hoffman; Renée Miller, President; Agnes Quinn, Secretary

Absent: Jan Sykes

Others Present: Benjamin Schapiro, Director; Blanche Miyamoto, Administrative Assistant

Visitor: Eric M. Poders. Publisher of *The Morton Grove Voice*

3. Minutes

Minutes of the regular meeting of March 13, 2008 were reviewed.

Motion by Trustee Cooperman to approve the minutes.

Seconded by Trustee Hoffman.

Approved by voice vote.

4. Treasurer's Report

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

The Board accepted the Treasurer's Report.

Finance Committee – April 8, 2008 meeting, Trustee Cooperman reporting.

The committee reviewed the March financial reports.

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

Minutes of Board of Trustees Meeting– April 10, 2008 - Page 2

5. Committee Reports

Building and Grounds – no reporting.

Director Schapiro has applied for a grant from the Evanston Bike Club, to purchase a decorative bicycle rack for the Morton Grove Public Library.

No meeting was scheduled.

Policy – Trustee Quinn reporting.

The committee presented the Blog Policy to be approved by the board.

Motion by Trustee Hoffman to accept the the Blog Policy as written.

Seconded by Trustee Goldstein.

Approved by voice vote.

The committee tabled the Teacher Loan Policy for further review.

Fund Development Planning – Chairman Hoffman reporting.

Friends of the Library met in the YS Activity Room on Wednesday, April 9 at 7:00 p.m. As a result, five attendees are interested in being part of this new venture. A second meeting is scheduled for Wednesday, April 30 at 7:00 p.m. in the Board Room. Trustee Sykes along with Chairman Hoffman will be attending the Friends Group meetings and report back to the board. In turn, one member of the Friends Group will be attending the board meetings to report back to the group.

Chairman Hoffman emphasized to the board the need for a new written mission and vision statement. In addition, a new strategic plan is needed.

Nomination Committee

The slate were presented once again to the board:

President: Dan Hoffman

Treasurer: Agnes Quinn

Secretary: Jan Sykes

Motion by Trustee Cooperman to have this slate be accepted starting in May.

Seconded by Trustee Miller.

Approved by unanimous roll call vote.

The officers will take full responsibility in their new position in June.

Minutes of Board of Trustees Meeting –April 10, 2008 - Page 3

6. Librarian's Report

Statistics

Year to date total circulation is 78,538, 1.2% more than the same period in 2007 (77,641).

Website hits from non-staff users were 191,151 for March. This is an average of 6,166 hits per day, a 8% increase over last year.

Patron registrations show an increase of 22 from February at 8,672 active cards, with 104 new patrons and 159 renewals. New registrations increased by 28 and renewals increased by 20.

MyMediaMall downloads were 41 for March. Registration now totals 249 with 7 patrons joining.

PC Reservation System

The PC reservation system is now being used by the patrons and running smoothly. The print management will be implemented next week Tuesday, April 15 or Wednesday, April 16.

Library Board Meeting Information

The Board Minutes, Agenda and Librarian's Report is now accessible to the public online.

Sunday Summer Hours

The Per Capita Grant was received April 1. As approved by the Board at the March meeting, contingent on this grant, the Library will officially be open on Sundays from June 1 to August 24.

Board Room Furniture

The new furniture arrived on Thursday, March 27.

Sinks in YS

New sinks were installed in both the girls' and the boys' washroom.

Shelf at Copy Machine

A new shelf was installed next to the public copy machine on the south side of the library.

Reference Room

The conversion of the Reference Room to a Reading Room is in progress. The next step is to look into new furniture. Director Schapiro recommended that the library order furniture from Dania or Ikea.

Minutes of Board of Trustees Meeting –April 10, 2008 - Page 4

He will be contacting the Village and the Police Department for information on furniture standards of a public facility. The board was in agreement with this.

Insurance Coverage for Spring Blast

Insurance coverage for the Spring Blast event scheduled for Saturday, April 26 from 10:00 a.m. to 2:30 p.m. has been purchased through the library's broker, T. A. Cummings at a cost of \$470.

Circulation Trend

The board was interested in the trend of the circulated books and AV materials. Director Schapiro will work on this and present it to the board.

Per Capita Grant Requirements

Director Schapiro reviewed the requirements of the board for the 2009 Per Capita Grant application.

7. Unfinished Business

New Building

Director Schapiro received a response from Mayor Krier concerning the letter (approved by the board) that was sent to him in March. Major Krier is interested in meeting with the board to discuss the Village's plans for Site B (Domicile property). Director Schapiro will schedule a time for a few trustees to meet with the Mayor and the Village representatives.

Director Schapiro has not received a response from the representative of the SAAB Exchange property. He will follow up on this matter.

8. New Business

Election of Officers

This action was approved at the Nomination Committee report.

Teacher Loan Policy

Tabled.

Blog Policy

This action was approved at the Policy Committee report.

Survey of MG Residents

Director Schapiro introduced the idea of creating a survey which plot out where our patrons reside. One answer to gather from this data: Is there a geographic issue on the lack of library use by MG residents?

Minutes of Board of Trustees Meeting –April 10, 2008 - Page 5

9. Communications

Part-Time Reference Librarian

Patti Smolin is resigning. Her last day is April 20th.

Thank You Note

Director Schapiro read Natalya Fishman's thank you note to the board.

Visitor

Eric Poders was given an opportunity to speak.

Meeting was adjourned at 9:02 p.m.

Secretary