

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

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, Treasurer; 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: Eric M. Poders, Publisher of The Morton Grove Voice

3. Minutes

Minutes of the regular meeting of June 12, 2008 were reviewed.

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

4. Public Comments

None

5. Treasurer's Report

Treasurer Quinn presented the June reports, including review of the cash statement, accounts payable, and income statement.

The Board accepted the Treasurer's Report.

Finance Committee – July 8, 2008 meeting, Trustee Quinn reporting.
The committee reviewed the June financial reports.

Minutes of Board of Trustees Meeting– July 10, 2008 – Page 2

The next meeting was scheduled for Tuesday, August 12, at 4:30 p.m.

6. Committee Reports

Building and Grounds – no report.

Policy – no report.

Fund Development Planning – Chairman Hoffman reporting.

A vision statement is being prepared.

A committee of trustees will be created to guide the development of the Library's Strategic Plan.

7. Friends of the Library Report

The incorporation of the Friends of the Morton Grove Public Library has been completed. A fee schedule has been set up for people wishing to join this organization.

The President and Treasurer met with Director Schapiro and the Library's attorney on Tuesday, July 8 for a question and answer session focused on applying for 501c3 status with the IRS.

The Friends Group will have a booth to provide information and membership opportunity at the Morton Grove Family Fest in September. The group will also be assisting Trustee Cooperman in the Library's Book Sale at the Fest.

8. Librarian's Report

Statistics

Year to date total circulation is 154,754, 0.8% more than the same period in 2007 (153,534).

Website hits from non-staff users were 216,251 for June, up from May by 4,240.

Patron registrations show an increase of 28 from May at 8,814 active cards, with 139 new patrons and 200 renewals. This represents 39.3% of the Morton Grove population with active cards. New registrations increased by 68 and renewals increased by 63.

MyMediaMall downloads were 56 for June. Registration now totals 276 with 8 patrons joining.

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

Food for Fines

This was a successful program during the month of June in that a significant number of patrons paid off their old fines and 743 cans of food was donated to the Niles Food Pantry.

Goals for 2009

Director Schapiro presented the following goals:

Budget – planning for and managing the Library’s financial resources

Patrons – increasing membership, customer service, providing services/ materials

Operation - developing effective policies and procedures; implementing Library policies so that they work for our patrons

Institution to Institution Relations – supporting and connecting with other Morton Grove institutions.

In the discussion about book budgets at the Department Head Meeting on Wednesday, July 9, it was evident that space limits are beginning to require the weeding of materials valuable to the collection. Several options are being studied.

9. Unfinished Business

New Building

Director Schapiro discussed the financial aspect of a new building, in particular, a designated Special Reserve Fund (75 ILCS 70/1) account. A portion of unspent money at the end of the fiscal year would be put in this fund. By law the fund will be available only for specific building related expenses. The Board agreed to investigate this idea. Director Schapiro will draw up a proposal and present it to the Board at the next meeting.

Reaching Out to the Community -Town Hall Meeting

President Hoffman suggested that the Board set up a large group meeting in the Baxter Room for a question and answer session and to encourage the community to be involved in the Friends Group. The Board agreed that such a meeting would be useful during the development of the new Strategic Plan.

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

10. New Business

Life/AD&D Policy Renewal

Director Schapiro proposed that the Library change the life insurance company from Unum to Mutual of Omaha due to better rates.

Motion by Trustee Cooperman approve the change of life insurance company from Unum with a monthly rate of \$147.50 to Mutual of Omaha with a monthly rate of \$130.

Seconded by Trustee Miller.

Approved by unanimous roll call vote.

11. Communications

Inservice Staff Day on Friday, August 8. All trustees are invited.

There will be a Walk-Thru starting 7:00 p.m. at the August 14th Board Meeting.

In the month of October, the Board will meet on October 16, the third Thursday.

Meeting was adjourned at 8:35 p.m.

Secretary

Final 8/22/08