

MORTON GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
MARCH 8, 2007

1. Call to Order

Treasurer Cooperman, acting as President, called the meeting to order at 7:30 p.m.

2. Roll Call

Trustee Quinn, serving as Secretary, called the roll.

Trustees Present: Sadiqua Ahmad, Estelle Cooperman, Treasurer; Elinor Dahmer; Jan Sykes; Agnes Quinn,
Absent: Renée Miller, Mary Walsh

Others Present: Benjamin Schapiro, Director; Eugenia Bryant, Assistant Director/Head of Public Services; Kevin Justie, Assistant Director/Coordinator of Automated & Technical Services; Blanche Miyamoto, Administrative Assistant
Visitor: Colleen Ringel, Reference Librarian

3. Minutes

Minutes of the regular meeting of February 8, 2007 were reviewed.

Motion by Trustee Dahmer to approve the minutes.
Seconded by Trustee Sykes.
Approved by voice vote.

4. Treasurer's Report

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

Funds from Illinois Funds Working Cash will need to be transferred to Illinois Funds account. The balance in the Illinois Funds Working Cash should always be about \$177,000.

Motion by Trustee Ahmad to approve the February cash statement, subject to audit.
Seconded by Trustee Dahmer.
Approved by unanimous roll call vote.

Minutes of Board of Trustees Meeting – March 8, 2007-Page 2

Motion by Trustee Sykes to approve the income statement, subject to audit.

Seconded by Trustee Quinn.

Approved by unanimous roll call vote.

Motion by Trustee Dahmer to approve the accounts payable, subject to audit.

Seconded by Trustee Ahmad.

Approved by unanimous roll call vote.

Finance Committee – March 6, 2007 meeting, Trustee Cooperman reporting.

The next meeting was scheduled for April 10, 2007, at 4:30 p.m.

Presentation of Infotrac – Gale Virtual Reference Library

Reference Librarian Colleen Ringel demonstrated how to access online databases such as reference books and encyclopedias.

5. Committee Reports

Building and Grounds – no report

No meeting date was scheduled for the Building and Grounds committee.

Policy – no report.

No meeting date was scheduled for the Policy committee.

6. Librarian's Report

Statistics

Total circulation for February was down 13% from last month, but exceed February 2006 by 11%.

Networking Explosion Multi-Chamber Luncheon

Director Schapiro and Reference Librarian Colleen Ringel attended this luncheon on February 28, 2007. Director Schapiro's conversation with the business owners revealed that they had little understanding of what Morton Grove Public Library could offer in improving their business. The Library will investigate ways to better serve the Morton Grove small business community.

Minutes of Board of Trustees Meeting –March 8, 2007-Page 3

Youth Service Activity Room

The 'Activity Room' will be open to the public by the end of the week of March 12 to 16, 2007. Other departments will be able to use this room when needed.

Blogs

The Library has started at least six blogs, public and staff related. Several reference librarians are working on a policy establishing guidelines for blogs. The draft policy will be presented to the Board for approval.

Fiction_L

The Board requested a presentation on Fiction_L.

Voter Registration

The Board approved the use of the Library for voter registration.

7. Unfinished Business

None

8. New Business

Payment in Time for Senior Staff

Clarity was needed for payment in time for senior staff working overtime on Sunday, six hours off or 7.5 hours (a day) off. This matter was deferred to the policy committee for further discussion and recommendation.

Spouse Notification of Holds

There was a case with a patron on this matter and the board decided not to make any changes to this policy.

Employee Medical and Dental Insurance

The Library will continue to use BlueCross BlueShield for medical and Guardian for Dental.

Medical Insurance

Current monthly cost

PPO= \$11,957.15 HMO= \$4,833.51 Total= \$16,790.66

Renewal monthly cost

PPO= \$11,604.32 HMO= \$4,661.79 Total= \$16,266.11

Minutes of Board of Trustees Meeting –March 8, 2007-Page 4

Reciprocal Borrowing Fees

NSLS is saying that Morton Grove Library, along with Niles and Lincolnwood are limiting the feature film collection to some borrowers. The Board agreed that this should be reviewed in the policy committee.

9. Communications

The Per Capita Grant requires that one board member attend a trustee class in 2007. Trustee Cooperman will attend a class offered by ILA.

NSLS Awards Banquet is on Friday, March 16, 2007. Director Schapiro and Trustees Cooperman, Dahmer, and Sykes will be attending this event.

Meeting was adjourned at 9:00 p.m.

Secretary

