

**WESTCHESTER PUBLIC LIBRARY
REGULAR MEETING OF THE LIBRARY BOARD
DECEMBER 14, 2009**

MEMBERS PRESENT: Jennifer Boyle, Board President; Bill Ernst, Board Vice President; Timothy Hinsdale; Patrick Kane (arrived 7:10 P.M.); Donna Malecki; Frank Perry; Kathy Schultz, Board Secretary

MEMBERS ABSENT: None

ALSO PRESENT: Ruth McCrank, Library Director; Len Weigel, Treasurer; Jim Weigel; Barb Vandervort, Recording Secretary

CALL TO ORDER AND ROLL CALL: The board meeting opened at 7:04 P.M. with the Pledge of Allegiance to the flag. Mrs. Boyle called the meeting to order in the conference room of the library and conducted a roll call of trustees.

PUBLIC COMMENTS: None

REVIEW OF MINUTES: Mr. Ernst made a motion to approve the minutes of the November 23, 2009 regular board meeting with one correction on the Director's Report. Mr. Perry seconded. Motion carried, 7 ayes, 0 nays, 0 absent.

FINANCE AND OPERATIONS COMMITTEE:

- Mr. Hinsdale made a motion to approve the payment of bills in the amount of \$23,953.33 as of December 14, 2009. Mr. Ernst seconded. Motion carried, 7 ayes, 0 nays, 0 absent.
- The next meeting of the Finance and Operations Committee will be on Wednesday, January 13, 2010 at 5:45 P.M.

PLANNING AND POLICY COMMITTEE:

- The Committee began to review Section VI: Personnel. It recommends the Board amend the following policies:
 - Policy 6.8 Sexual Harassment – Mr. Ernst made a motion to amend and approve the policy. Mr. Hinsdale seconded. Motion carried, 7 ayes, 0 nays, 0 absent.
 - Policy 6.22 Time Sheets – Mr. Ernst made a motion to amend and approve the policy. Ms. Malecki seconded. Motion carried, 7 ayes, 0 nays, 0 absent.
 - Policy 6.39 Electronic Technologies—Mr. Ernst made a motion to amend and approve the policy. Mr. Hinsdale questioned as to what prompted changing this policy and was told that an employee brought their own computer to the library to do graphics. Mr. Hinsdale then seconded. Motion carried, 7 ayes, 0 nays, 0 absent.
- Library Board By-laws - Mr. Ernst made a motion to amend and approve the Library Board By-laws on Page 8, Section 2, Paragraph 3. Mr. Perry seconded. Motion carried, 7 ayes, 0 nays, 0 absent.

- Patron Rights and Responsibilities – Mr. Ernst made a motion to amend and approve bullet #7 under Respect for Library facility and property. Mr. Hinsdale commented on the attire listed in the last sentence, but it remained as it was written. Ms. Malecki seconded. Motion carried, 7 ayes, 0 nays, 0 absent.
- Policy 3.1 Literature Display and Distribution – Mr. Hinsdale questioned why this policy was not reintroduced since September. Mrs. McCrank stated that it will be brought up at the January 2010 meeting.
- The next meeting for the Policy and Planning Committee will be on Tuesday, January 19, 2010 at 4:30 P.M.

DIRECTOR’S REPORT:

- Mr. Ernst made a motion to accept the Director’s Report. Mrs. Schultz seconded. Motion carried, 7 ayes, 0 nays, 0 absent.
- Mrs. McCrank discussed several items on the Director’s Report.
 - . The existence of Macneal School in Westchester
 - . Aspire would like to contact Mrs. McCrank about a story hour
 - . Mr. Hinsdale questioned the library receiving Senator Lightford’s portrait for a READ poster. Mrs. Boyle responded that she had been contacted 3 years earlier for the library anniversary.
 - . Mrs. Boyle will have portraits done over Christmas of other READ posters.
 - . Mr. Hinsdale, Mr. Perry and Ms. Malecki would like to attend the **FOIA** meeting on Saturday, 1/30/2010.

NEW BUSINESS:

- The next regular board meeting will be on Monday, January 25, 2010 at 7:00 P.M. in the conference room of the library.
- The library will be closed on December 24th and 25th for the Christmas Holiday.
- The library will be closed on December 31st and January 1st for the New Years Holiday.
- The Chamber Banquet will be on January 30, 2010.
- Mr. Hinsdale explained several points of the Westchester Census Committee Report. He suggested putting the census message on library bookmarks.
- Mr. Hinsdale discussed the Residential Assessed Valuation Appeal form to lower taxes. A quorum of board members will meet on Thursday, December 17, 2009 at 6:00 P.M. to vote on the RAVA.

EXECUTIVE SESSION: A motion was made by Mr. Ernst “that the Board go into executive session for the purpose of discussing the library director’s annual review pursuant to Section 2. (c) (1) of the Illinois Open Meetings Act” at 7:42 P.M. Mr. Hinsdale seconded. Motion carried, 7 ayes, 0 nays, 0 absent. Board members returned to the regular board meeting at 7:50 P.M.

BOARD MEMBER COMMENTS:

- Mr. Ernst informed the board that Mr. Pulia said the library would be able to do its own levy by becoming a library district.
- Mr. Weigel discussed the pros and cons of the Westchester Library becoming its own library district. If the library remains as is the library is entitled to free electricity and some paid legal and accounting costs.

- Mr. Hinsdale listed other considerations of becoming a library district, including giving us the option to merge with other library districts, the board must vote for it and the town must have a consolidated election of the Westchester residents voting for the library district.

ADJOURNMENT: Mr. Ernst made a motion to adjourn the regular board meeting at 8:00 P.M. Ms. Malecki seconded. Motion carried, 7 ayes, 0 nays, 0 absent.

President

Secretary