

**MINUTES OF THE BOARD OF LIBRARY TRUSTEES**  
**OF THE VILLAGE OF HINSDALE**  
June 3, 2008

President *pro tempore* Shutack called the meeting of the Board of Trustees of the Hinsdale Public Library to order in the Meeting Room, Library Lower Level at 7:08 p.m. on Tuesday, June 3, 2008.

**Present:** Mr. Bob Shutack, Vice President; Mr. Bob Patterson, Treasurer; Mr. Jack Fredrickson, Secretary; Mr. Jeff Finlay, Trustee; Ms. Johanna Delaney, Trustee  
**Also Present:** Ms. Lynn Elam, Executive Director; Ms. Tiffany Auxier, Assistant Director; Ms. Nancy Marvan, Office Manager; Mr. Phil Wade, Morris Wade Associates; Ms. Lovis Reuss, Former Secretary, Friends of the Hinsdale Library  
**Absent:** Ms. Mary Foster, Trustee

Ms. Susan Nedza-Lastres, President, arrived at 8:00 pm.

**ON A MOTION BY JEFF FINLAY AND SECONDED BY JOHANNA DELANEY, THE  
CONSENT AGENDA WAS APPROVED.**

**CITIZENS' COMMENTS**

Bob Shutack presented Lovis Reuss with a Resolution of Appreciation for her dedication to the library.

**EXECUTIVE DIRECTOR'S REPORT**

Director Elam answered questions on her written report. She informed the trustees that one of the requirements for the per capita grant this year is to review the Open Meeting Act and the Freedom of Information Act. The documents have been posted on the library's website for their convenience. Summer reading programs commence on June 6<sup>th</sup> and Assistant Director Auxier gave an overview of the youth service program.

**PRESIDENT'S REPORT**

None

**TREASURER'S REPORT**

No questions.

**COMMITTEE REPORTS**

**A. Facilities**

1. Project Status-Owners Representative Report

Phil Wade informed the board that the screen in the teen lounge is still an issue. The supplier of the screen has acknowledged a problem with the finish. It was supposed to be a stainless steel finish. There are also some panels on it that are loose and the location of the lighting track and the mesh screen is not coordinated. Phil is working with PSA on these issues.

2. Budget Update

Final invoices are being submitted and reviewed.

3. Pre-Qualified Bidders/HVAC

Phil Wade and the engineering team are recommending 4 firms to bid on the HVAC project. The bids are due on June 26<sup>th</sup>. The Facilities Committee will meet on June 27 at 3:00pm to review the bids and hear recommendations from Phil Wade.

B. **Finance & Personnel**

Executive Session.

C. **Library Policies**

Chair Fredrickson included policies in the packet for the board members to review and discuss at the June 24<sup>th</sup> board meeting

D. **Foundation**

None

E. **Friends**

There is a meeting next week.

**UNFINISHED BUSINESS**

A. **Hinsdale Public Library By-Laws**

The board members received a copy of the by-laws to review. It was decided to change the order of the words in the first line of the mission statement so that collections would be listed as the first item provided to the community by the library.

**ON A MOTION BY JEFF FINLAY AND SECONDED BY JACK FREDRICKSON, THE HINSDALE PUBLIC LIBRARY BY-LAWS WERE APPROVED AS AMENDED.**

**NEW BUSINESS**

A. **Lovis Reuss Resolution Approval**

**ON A MOTION BY BOB PATTERSON AND SECONDED BY JEFF FINLAY, THE RESOLUTION COMMENDING LOVIS REUSS WAS APPROVED.**

B. **Gifts to the Hinsdale Public Library**

This was tabled until the June 24, 2008 board meeting.

C. **Behavior Policy Hinsdale Public Library**

This was tabled until the June 24, 2008 board meeting.

D. **Meeting Room Policy Amendment**

This was tabled until the June 24, 2008 board meeting.

E. **Illinois Public Library Annual Report**

**ON A MOTION BY JEFF FINLAY AND SECONDED BY JACK FREDRICKSON, THE ILLINOIS PUBLIC LIBRARY ANNUAL REPORT WAS APPROVED.**

F. **Dedication Signage**

**ON A MOTION BY JACK FREDRICKSON AND SECONDED BY JEFF FINLAY, THE DEDICATION SIGNAGE WAS APPROVED.**

G. Non Resident Resolution

**ON A ROLL CALL VOTE THE NON-RESIDENT CARD RESOLUTION WAS UNANIMOUSLY APPROVED.**

**ON A MOTION BY JACK FREDRICKSON , AND SECONDED BY BOB SHUTACK , THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE MEETING AND GO INTO EXECUTIVE SESSION AT 8:15 P.M.**

**ON A MOTION BY BOB PATTERSON, AND SECONDED BY JEFF FINLAY, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE EXECUTIVE SESSION AT 8:23 P.M.**

**CITIZEN'S COMMENTS**

None

**SCHEDULE OF UPCOMING MEETINGS/EVENTS:**

Facilities Committee	June 3	6:30pm
Library Board Meeting	June 3	7:00 pm
Summer Reading Club	June 6	
Friends of the Hinsdale Library	June 10	7:00pm
Hinsdale Public Library Foundation	June 11	7:00pm
Policy Committee	June 12	10:00am
Library Board Meeting	June 24	7:00 pm

**ADJOURNMENT**

**ON A MOTION BY JEFF FINLAY AND SECONDED BY BOB SHUTACK, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 8:23 P.M.**

Respectfully submitted by Nancy Marvan,

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Jack Fredrickson, Secretary