

**MINUTES OF THE BOARD OF LIBRARY TRUSTEES**  
OF THE VILLAGE OF HINSDALE  
February 24, 2009

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, February 24, 2009.

**Present:** Mr. Bob Shutack, Vice President; Mr. Bob Patterson, Treasurer; Mr. Jeff Finlay, Trustee; Ms. Johanna Delaney, Trustee; Ms. Mary Foster, Trustee

**Also Present:** Ms. Lynn Elam, Executive Director; Ms. Tiffany Auxier, Assistant Director; Ms. Nancy Marvan, Office Manager; Ms. Nancy Weller, Citizen; Ms. Michaela Haberkern, Head of Reference and Information Services; Ms. Pilar Garcia-Montero, Reference Librarian

**Absent:** Ms. Susan Nedza-Lastres, President; Mr. Jack Fredrickson, Secretary

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

**CITIZENS' COMMENTS**

Ms. Nancy Weller introduced herself to the board. She is one of the candidates running for the Hinsdale Public Library's Board of Trustees.

**EXECUTIVE DIRECTOR'S REPORT**

Director Elam answered questions on her written report. The director's report also included an update from each department. The circulation statistics were shown on the overhead screen depicting the rise in circulation. She also advised them of the Michael Stephens program which was attended by approximately twenty staff members. The workshop confirmed that technology in HPL is up to and above the standards of other libraries in the area. BolderImage, Villa Park, IL, has been chosen as the website redesign vendor. Ms. Pilar Garcia-Montero, Reference Librarian, presented the board with a copy of this year's Big Read book, Animal, Vegetable, Miracle, by Barbara Kingsolver. Ms. Garcia-Montero is on the Big Read planning committee. She provided them with an overview of the book and related programming. This is the fifth year that the library is participating in the Big Read.

**PRESIDENT'S REPORT**

None

**TREASURER'S REPORT**

Trustee Finlay and Director Elam met with Julie Ciesla, Assistant Finance Director, Village of Hinsdale, to clarify the November and December financial reports.

**COMMITTEE REPORTS**

**A. Facilities**

1. HVAC Project Status

The contractor is completing punch list items at this time. They have also been training staff on the new system operation. The final invoices for the project should

be received by the library next month. There still may be some design issues with PSA Dewberry that the library may need to involve Owner's Representative Phil Wade.

**B. Finance & Personnel**

The Finance Committee met on Tuesday, February 17, 2009 and reviewed the proposed budget for FY09-10. The overall budget looked very good. Employee health insurance and IMRF will cost considerably more next year. Trustee Patterson requested that Director Elam investigate and find out if the library is able to acquire independent coverage and membership in these two areas.

**C. Library Policies**

The new circulation policy was distributed at last month's meeting for the board's review. The policy is not extremely different and is more clarifying.

**D. Foundation**

Trustee Patterson reminded the board of the Foundation's March 11<sup>th</sup> meeting being held at Embrace in downtown Hinsdale. This will be a combination appreciation and recruiting meeting. They plan on inviting the new trustee candidates to the meeting also. Jeff Finlay, Karen Foley and Dave Pequet met to discuss the Foundation's website.

**E. Friends**

Trustee Shutack advised the board that the Friends met on February 3, 2009. The Friends group still had some concerns with the sales tax registration. The library has decided to process the registration on their own and will also take over running the book sales. The first one will be held in the fall. Due to the library taking over these two functions, the Friends will no longer have money deposited in their checking account as of May 1, 2009. Steve Wolfe is going to step down as Chair of the group. Jack Fredrickson will take over the position. A twenty year history of the past book sales was provided at the meeting.

**F. Strategic Planning**

Trustee Johanna Delaney provided the board with an overview of the draft copy of the strategic plan. Following discussion, staff was directed to include language outlining the work plans and to re-submit revisions at the March board meeting.

**UNFINISHED BUSINESS**

**A. Circulation Policy**

**ON A MOTION BY JEFF FINLAY AND SECONDED BY MARY FOSTER, THE CIRCULATION POLICY WAS APPROVED.**

**NEW BUSINESS**

**A. By-Laws Review**

Copies of the current by-laws were included in the board packet. These will be reviewed after the completion of the strategic plan in May of 2009.

**CITIZEN'S COMMENTS**

None

**SCHEDULE OF UPCOMING MEETINGS/EVENTS:**

Library Board Meeting	February 24	7:00 pm
Hinsdale Public Library Foundation	March 11	7:00 pm (Embrace)
Library Board Meeting	March 24	7:00 pm
Friends of the Hinsdale Library	April 7	7:00 pm

**ADJOURNMENT**

**ON A MOTION BY BOB PATTERSON AND SECONDED BY JEFF FINLAY, THE BOARD UNANIMOUSLY AGREED TO ADJOURN THE REGULAR BOARD MEETING OF THE HINSDALE PUBLIC LIBRARY AT 9:00 P.M.**

Respectfully submitted by Nancy Marvan,

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Jack Fredrickson, Secretary