

**THE BOARD OF LIBRARY TRUSTEES OF THE
LINCOLNWOOD PUBLIC LIBRARY DISTRICT
LINCOLNWOOD, ILLINOIS**

Regular Board Meeting

September 21, 2006

7:30 p.m.

CALL TO ORDER

The regular meeting of the Board of Library Trustees of the Lincolnwood Public Library District was called to order by President Talaganis at 7:30 p.m. on September 21, 2006, in the Library's Board/Conference Room.

ROLL CALL

Trustees Present: Talaganis, Alper, Klatzco, Kotin, and Martel.

Trustees Absent: Beard.

Staff Present: *Library Director* Jack Hurwitz; *Head of Adult Services-Assistant Library Director* Gail Inman; *Head of Youth and Teen Services* Sharon Levine; *Head of Technical Services* Shao-Chen Lin; and *Head of Community Relations-Programs Coordinator* Julie Anne Nitz-Weiss.

Visitors Present: None.

CONSENT AGENDA

ON A MOTION BY TRUSTEE ALPER AND SECONDED BY TRUSTEE MARTEL, THE ITEMS ON THE CONSENT AGENDA WERE APPROVED AS FOLLOWS, WITH ALL TRUSTEES PRESENT VOTING "AYE" WHEN THE ROLL WAS CALLED:

- Approve **Minutes** of August 24, 2006 Regular Board meeting.
- Approve and Release **Minutes** of Closed Session at August 24, 2006 Regular Board meeting.
- Approve **Destruction of Audio Recordings** of the Closed Sessions held at the following Board meetings: 6/24/04; 9/23/04; 1/27/05; 2/24/05; and—on or after 9/24/06—3/24/05.
- Approve **Financial Report** for period ending 8/31/06.
- Approve **Disbursements** for the period 8/1/06 through 8/31/06 from the Bank of Lincolnwood NOW account in the amount of \$65,702.89. (There were no disbursements from the Bank of Lincolnwood Special LSTA Grant account during this period.)
- Receive **Reports of Standing Committees**. (There were no committee reports for the month.)

LIBRARY DIRECTOR'S REPORT

Library Director Hurwitz referred the Board to his own and the other reports included in section "D" of the Board meeting packet, noting that several of the items covered therein will be considered later under "New Business." He reminded the Board about the upcoming Illinois Library Association (ILA) Annual Conference that will be held at Navy Pier from October 3 to 6. He then called on *Head of Adult Services-Assistant Library Director* Inman, who informed the Board that she had just been informed by the Illinois State Library that the library has been awarded a LSTA (Library Services and Technology Act) grant for which it had applied last May. This grant, titled *Strategic Collection Development*, will be used to "...select and add resources that assist Lincolnwood residents of all ages to...contend with crises, difficult periods, and significant events in their lives, a prominent service objective in the library's current strategic plan."

The two quarterly department head reports for this month's meeting were from *Head of Technical Services* Shao-Chen Lin and *Head of Youth and Teen Services* Sharon Levine, each of whom made a brief verbal presentation and fielded questions from trustees. Ms. Levine and Ms. Lin then excused themselves from the meeting.

REPORT FROM THE FRIENDS OF THE LIBRARY REPRESENTATIVE

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President Talaganis indicated that the Friends had not yet met in September, and, therefore, there was nothing new to report.

CORRESPONDENCE AND COMMUNICATIONS

President Talaganis referred the Board to section “E” of the meeting packet, which contained three items of correspondence, including former President Silverman’s letter of resignation from the Board.

AUDIENCE TO VISITORS

There were no visitors.

UNFINISHED BUSINESS

Declaration of Board Vacancy. ON A MOTION BY TRUSTEE MARTEL AND SECONDED BY TRUSTEE KLATZCO, THE BOARD UNANIMOUSLY DECLARED A VACANCY ON THE BOARD OF LIBRARY TRUSTEES.

Recruitment of Replacement Trustee. Library Director Hurwitz reported that the following steps were taken following the August Board meeting: notice of the impending vacancy on the Board, request for applicants, and the Board’s timetable was posted in the library and on the library website; the notice was also published in the Lincolnwood Review for two weeks running; an article about the vacancy and search for a replacement trustee appeared in the *Gateway* newsletter that was delivered to residents the week of September 11; and applicant information packets including questionnaires for candidates were produced, compiled, and made available in the library. To date, eight individuals have requested and were given packets, and one completed questionnaire/application (which remains in its sealed envelope) has been returned. As agreed and published, the deadline for receipt of questionnaires/applications is September 28.

Improvements to Property at 6817 N. Keystone. Trustee Martel reported that documents relating to the Board’s request to have the property rezoned for library use were submitted to Village of Lincolnwood staff for review and comments. We have not yet heard back from the Village, however. After discussion, and ON A MOTION BY TRUSTEE ALPER AND SECONDED BY TRUSTEE KOTIN, THE BOARD UNANIMOUSLY AUTHORIZED A TASK FORCE CONSISTING OF TRUSTEES MARTEL, KLATZCO, AND TALAGANIS TO MOVE THE LIBRARY’S REZONING REQUEST FORWARD AT ITS (i.e., THE TASK FORCE’S) DISCRETION.

Other. None.

NEW BUSINESS

Approve Budget & Appropriation Ordinance. ON A MOTION BY TRUSTEE MARTEL, AND SECONDED BY TRUSTEE ALPER, AND WITH ALL TRUSTEES PRESENT VOTING “AYE” WHEN THE ROLL WAS CALLED, THE BOARD APPROVED AND ADOPTED ***ORDINANCE [NO. 2006-07/2] PROVIDING FOR THE BUDGET AND APPROPRIATIONS OF THE LINCOLNWOOD PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2006 AND ENDING JUNE 30, 2007***, IN THE AMOUNT OF \$3,293,935.00. (Although not appended to these minutes, a copy of this Ordinance is available for public inspection upon request to the *Library Administration* office.)

Approve Resolution Regarding Estimate of Funds Needed from FY2006-2007 Tax Levy. After brief discussion, and ON A MOTION BY TRUSTEE ALPER AND SECONDED BY TRUSTEE KLATZCO, AND WITH ALL TRUSTEES PRESENT VOTING “AYE” WHEN THE ROLL WAS CALLED, THE BOARD APPROVED AND ADOPTED ***RESOLUTION [NO. 2006/07—1] TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR THE 2006-2007 FISCAL YEAR FROM THE TAX LEVY*** IN THE AMOUNT OF \$2,266,300.00. (Although not appended to these minutes, a copy of this Resolution is available for public review upon request to the *Library Administration* Office.)

Approve Motion Regarding FY2007 Per Capita Grant Application. ON A MOTION BY TRUSTEE KLATZCO AND SECONDED BY TRUSTEE ALPER, THE BOARD VOTED UNANIMOUSLY TO

