

MINUTES OF THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE PALATINE PUBLIC LIBRARY DISTRICT, COOK COUNTY, ILLINOIS HELD AT THE PALATINE PUBLIC LIBRARY, 700 N. NORTH COURT, PALATINE IN SAID DISTRICT AT 7:00 P.M. ON JUNE 10, 2009

CALL TO ORDER

President Barnes called the meeting to order at 7:00 p.m. Secretary Heggem was present. There were no Trustee requests to attend the meeting via electronic means.

ROLL CALL

Upon roll call, Trustees Barnes, Heggem, Illian, Jensen, and Schersten were physically present. Trustee Parks was absent. Trustee Thomas arrived at 7:07 p.m.

INTRODUCTION OF VISITORS

Also in attendance were Library Director Susan Strunk, Anthony Auston, Assistant Director; Maureen Galvan, Senior Manager, Human Resources; Joyce Griffin, Business Manager; Gayla Swansen, Popular Materials Manager; staff member Deborah Pettersen; and Marilyn Shidle of the Friends of the Library.

APPROVAL OF MINUTES

It was moved by Trustee Heggem, seconded by Trustee Illian, the following minutes be approved as presented; the minutes of the May 13, 2009, regular meeting of the Board; the minutes of the special board meeting of May 27, 2009; the minutes of the special board meeting of June 3, 2009 and the Nominating Committee meeting of May 7, 2009 and that the minutes of the Compensation Committee Meeting of May 28, 2009 be approved as corrected.

The results of the roll call vote were: Aye – Barnes, Heggem, Illian, Jensen, and Schersten; Nay – none; Absent – Parks and Thomas. **Motion carried.**

TREASURER'S REPORT

By agreement, the Treasurer's report was postponed until a later time in the meeting.

PRESIDENT'S REPORT

Correspondence

President Barnes shared the JC's invitation to the Dignitary's Breakfast during the 4th of July Celebration.

Visitor Request to Address the Board of Library Trustees

None.

Appointment of Committee to Review Closed Session Minutes

President Barnes appointed Trustee Jensen (chair) and Trustee Illian to the Committee to Review Closed Session Minutes.

Affiliate Reports

Friends of the Palatine Library

Marilyn Shidle of the Friends of the Palatine Library reported that the next book sale will be held on June 19, 20, 21, 2009.

Palatine Public Library District Foundation

The Annual Meeting was held on June 8, 2009. An election of officers was held.

North Suburban Library System

At the last meeting, the NSLS held their annual election for Board members.

TREASURER'S REPORT

It was moved by Trustee Thomas, seconded by Trustee Jensen, that the Operating Fund Treasurer's Report for the month ending May 31, 2009 be received and filed for audit and that Operating Fund Warrant #12 for the month of June 2009 in the amount of \$417,682.60 be approved and authorized for disbursement.

The results of the roll call vote were: Aye – Barnes, Heggem, Illian, Jensen, Schersten and Thomas; Nay – none; Absent – Parks. **Motion carried.**

Treasurer Thomas reported that the Board will be purchasing a 6 month CD at Harris Bank.

DIRECTOR'S REPORT

Director Strunk discussed possible participation in Palatine's Street Fest. Gayla Swansen, Popular Materials Manager, discussed the Library's participation in Hoffman Estates 50th Anniversary.

Report on Office Park Board Meeting

Director Strunk reported on the June 2, 2009 meeting of the Office Park Board. It is anticipated that the Village will soon take over the underground utilities, which will mean a potential reduction in the members' annual assessments.

Update on Renovation and Garage Repair Projects

Director Strunk updated the Board on the current status regarding the renovations of the second floor and garage repairs.

Partnership with Whole Foods: Cookie Monsters Program

The Library will be partnering with Whole Foods in a program called Cookie Monsters.

Per Capita Grant: Required Policy Review

Trustee Thomas reviewed the Model Policy section of the Administrative Ready Reference. Based upon Trustee Thomas' report, the Board requested that the Policy Committee draft a Purchasing Policy and a Reference Policy.

Director Strunk reviewed the Planning for Grants section of the Administrative Ready Reference. The Board does not need to revise any policy as a result of this review.

Northwest Suburban Network Consortium

Director Strunk reviewed information and updated the Board on the progress being made.

Calendar

June 2009

June 24	Special Meeting of the Library Board of Trustees, 7:00 p.m. at the Main Library
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July 2009

- July 4 Library Closed for Independence Day
- July 4 4th of July Parade, Staff, Board and Summer Reading Program Volunteers Invited to Participate
- July 8 Regular Meeting of the Library Board of Trustees, 7:00 p.m. at the Main Library
- July 22 Special Meeting of the Library Board of Trustees, 7:00 p.m. at the Main Library (if needed)
- July 29 Friends of the Library Board Meeting, 7:00 p.m., Mail Library
- July 31 Last day of the Summer Reading Program

COMMITTEE REPORTS

Compensation Committee

The Compensation Committee will report during the closed session.

Closed Session for the Purpose of Deliberations Concerning Salary Schedules for One or More Classes of Employees in Compliance with 5 ILCS 120/2(c)(2)

Trustee Barnes moved, seconded by Trustee Jensen, that the Board go into closed session at 8:21 p.m. for the purpose of deliberations concerning salary schedule for one or more classes of employees in compliance with 5 ILCS 120/2(c)(2).

The results of the roll call vote were: Aye – Barnes, Heggem, Illian, Jensen, Schersten and Thomas; Nay – none; Absent – Parks. **Motion carried.**

RECONVENE TO PUBLIC SESSION

President Barnes reconvened the regular meeting at 9:33 p.m.

ADOPTION OF THE 2009-2010 SALARY SCHEDULE

It was moved by Trustee Barnes, seconded by Trustee Schersten, that the 2008-2009 Salary Schedule be modified to add a Grade K with the annual minimum salary of \$70,554 and minimum hourly rate of \$36.18; annual midpoint salary of \$88,193 and midpoint hourly rate of \$45.23; maximum annual salary of \$105,832 and maximum hourly rate of \$54.27 effectively immediately.

The results of the roll call vote were: Aye – Barnes, Heggem, Illian, Jensen, Schersten and Thomas; Nay – none; Absent – Parks. **Motion carried.**

It was agreed that the 2009-2010 Salary Schedule would be revisited at the June 24, 2009 special meeting of the Board of Trustees.

BUDGET COMMITTEE

Adoption of the Fiscal Year 2009-2010 Working Budget

It was agreed that discussion would continue regarding the Fiscal Year 2009-2010 Working Budget at the June 24, 2009 special meeting of the Board of Trustees.

SPECIAL MEETING OF THE BOARD OF TRUSTEES

There will be a special meeting of the Board of Trustees on June 24, 2009 at 7:00 p.m. in the Board Room of the Main Library.

ADJOURNMENT

President Barnes declared the meeting adjourned at 10:46 p.m.

President

Secretary