

ATTACHMENT A

MINUTES  
ELMHURST PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Tuesday, June 16, 2009  
7:30 p.m., Meeting Room 1

President Rose Walsh called the June 16, 2009 meeting of the Board of Trustees to order at 7:30 p.m. in Meeting Room 1.

Board members in attendance included Marsha Baker, Ingrid Becton, David Dyer, Philip Hupfer, Susan Sadowski, Frank Vanek and Linda Wheaton. William Ryan arrived at 7:35. Also in attendance were Assistant Director Sarah Caltvedt and Public Information Coordinator Cheryl Moore.

There were no comments from visitors.

The next order of business was approval of the Consent Agenda. David Dyer moved:

THEREFORE BE IT RESOLVED:

That the minutes of the May 19, 2009 Regular Meeting be approved as presented.

That the revised minutes of the March 17, 2009 Regular Meeting be approved as presented.

That the following policies be approved as presented and attached:

- 5.5 Overdue and/or Claimed Returned Materials Policy
- 5.2 Loan Policy on EPL Materials
- 5.3 Policy on Lost/Damaged Materials
- 6.1.4.3 Policy on Gift Materials
- 8.11 Workplace and Sexual Harassment
- 2.2 Ethics Statement for Library Trustees
- 3.1 Library Bill of Rights
- 3.3 Freedom to Read Statement
- 3.4 Freedom to View Statement
- 3.10 Freedom of Information Act Policy

That administrative staff is authorized to close the Library to the public on Friday, August 21, for a day of staff training.

That administrative staff is authorized to contract with Classic Landscaping to replace a dead tree and 2 yews, to repair damaged grass, and to install up to 4 tons of river stone at a cost not to exceed \$2,150.

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Susan Sadowski seconded the motion. The motion passed.

The next order of business was Approval of the June 16, 2009 Accounts Payable. David Dyer moved:

THEREFORE BE IT RESOLVED:

That the June 16, 2009 check register be approved for payment.

Linda Wheaton seconded the motion. Assistant Director Caltvedt answered several questions about items on the check register. The motion carried.

Assistant Director Caltvedt presented the Financial Reports. She stated that the first installment of property taxes would be received in mid-June and pointed out that some Replacement Tax had been received in May. Expenditures were on target for the first month of the fiscal year. Trustee Dyer asked about the transfer from the LEA fund for 2008-09, which did not appear in the Fund Statement. Ms. Caltvedt said she would check on it.

Ms. Caltvedt presented the Director's Report and noted that use of the library had continued to rise in May in every respect. Kids' Summer Reading signups were already 110 higher than on the same date last year. She pointed out the Burnham exhibit that had been installed on the second floor and noted that free exhibit passes for the American Library Association Conference were available if Trustees wished to attend.

There was no President's report.

Under Unfinished Business, Trustee Hupfer inquired about the response to a recent complaint about the library's landscaping, and Asst. Director Caltvedt reported that the landscaper had confirmed that the plants in question were not weeds, but the area had been thinned out. In response to Trustee Hupfer's question about READ posters, Ms. Moore responded that customized posters had been used to publicize the Elmhurst READS program this spring and would be used in a variety of ways in the future.

The first item of New Business was a report on the coffee concession contract. Trustee Dyer reported that an agreement had been reached on insurance coverage, and the contract had been signed by the Library Board President. The vendor was currently attending training and would be buying all new equipment for the coffee bar. He said that the owners of More Than Mocha hoped to open in mid-July.

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There being no additional New Business, at 7:58 p.m. Susan Sadowski moved to convene in Executive Session. Linda Wheaton seconded the motion, and a roll call vote was taken:

Marsha Baker	Aye
Ingrid Becton	Aye
David Dyer	Aye
Philip Hupfer	Aye
William Ryan	Aye
Susan Sadowski	Aye
Frank Vanek	Aye
Rose Walsh	Aye
Linda Wheaton	Aye

The Board reconvened in regular session at 8:21 p.m. David Dyer moved:

THEREFORE BE IT RESOLVED:

That, based upon an annual performance evaluation, the Elmhurst Public Library Board of Trustees approves a 3% salary increase for the Library Director for FY 2009-2010.

Susan Sadowski seconded the motion. Motion carried.

There being no additional New Business, the meeting was adjourned at 8:23 p.m.

Linda Wheaton, Secretary