

Homewood Public Library District Board Meeting  
Regular Meeting Minutes  
Homewood Library  
November 18, 2009

CALL TO ORDER – Mr. Barr, President, called the meeting to order at 7:30 p.m. Present at that time were Mr. Barr, Mr. Bouchie, Ms. Eagle, Mr. Flor, Mr. Weiss, Rev. Dr. Davis-Bridges, and Ms. Rauch, administrative librarian. Ms. Postma was absent.

OATH OF OFFICE – Ms. Eagle administered the oath of office to Rev. Dr. Davis-Bridges.

CONSENT AGENDA –A motion was made and seconded to accept the consent agenda as presented. (Weiss/Bouchie)

TREASURER’S REPORT – Mr. Flor reports the IMET balance looks good. The fund remains secure and provides solid returns.

LIBRARIAN’S REPORT –

Construction story presentation: Ms. Rauch played a PowerPoint presentation developed by one of the library staff members.

Friends party: The annual party for the Friends of the Homewood Library volunteers will be held December 13.

Comcast line: The library’s bandwidth is maxed out; a new line is needed for Internet access. This will cost approximately \$200 per month.

New appraisal: All new furnishings and computers will be inventoried for the upcoming appraisal.

Telephone upgrades: The telephones have been installed.

New trustee contact list: Trustees will provide updated contact information for a new trustee contact list.

Staff change: The library’s young adult librarian is moving out of state. An intern has been selected to replace her in this position for the next several months.

Board appreciation gifts: The board received thoughtful appreciation gifts from library staff. How nice!

## CORRESPONDENCE –

Fewer tables: A patron wanted to know if there are now fewer tables in the library. There are, but the library plans to add more as the renovation proceeds.

Playaways: A patron inquired about the number of playaways (ready-to-go audio books) available at the library. There are currently about 50, and the Friends of the Homewood Library have funded more.

Thank you note: A library staff member thanked the board for funding her attendance at an Internet conference.

Café: Mr. Barr heard patrons talking about their plans to spend the evening in the library's new café.

## COMMITTEE REPORTS –

Advocacy – No report

Facilities – The renovation is likely to finish under budget and the timing on the outdoor lights is now working correctly. Great news all around.

Finance – Ms. Rauch and Ms. Landowski will meet to discuss where the auditors can work during the upcoming audit.

Governmental Affairs – The village board is pleased with the progress of the library's renovation. TIF funds totaling \$3.5 million have been released.

Library Resources – The library website and collection review form are under review.

Policy – Guest cards are under review. The trustee selection process is under review to standardize the process and make it shorter.

Personnel Policies – No report

Audit – Mr. Bouchie, Mr. Flor and Mr. Barr have reviewed the executive session recordings from the past four years, and recommend all recordings made prior to their meeting November 4, 2009, be made available to the public in accordance with Freedom of Information Act protocols. A motion was made and seconded to follow this recommendation. (Bouchie/Eagle)

Nominating – No report

## NEW BUSINESS

Gates grant funds secured: The Friends of the Homewood Library have agreed to provide \$5200 in matching funds necessary for the library to obtain the Gates Foundation Opportunity Online hardware grant. The funds will be released promptly. Thank you to the Friends of the Homewood Library.

Levy ordinance: A motion was made and seconded to approve levy ordinance no. 127, levying and assessing taxes of Homewood Public Library District, Cook County, Illinois, for the fiscal year beginning July 1, 2009 and ending June 30, 2010. (Davis-Bridges/Flor) The ordinance passed on a unanimous roll call vote, excepting Ms. Postma, who was absent.

Furniture repair/recover: The board reached a consensus to move forward with reupholstering the wooden chairs and refinishing the tables, as this can be accomplished for less than half the price of buying new furniture.

Task chairs: The board discussed the cost of new task chairs for staff.

Furnishings design and interior design proposal: The board discussed the possibility of obtaining design proposals from area design schools. Since the form will follow the function of the library, this is an excellent opportunity to rethink the library's plan of service and perhaps develop an entirely new operations environment. The board discussed the possibility of meeting with library staff to consider new ideas in this area after the first of the year.

State energy proposal: The board reached a consensus to proceed with the two-year state electric program through Integrys Energy Services. The library can receive a group rate for electricity through this plan.

Five day cleaning: The board discussed reducing the cleaning schedule to five days a week, as a cost-saving measure. Consensus was reached to try the five-day schedule.

## OLD BUSINESS

MEETINGS – The Public Library Association's national conference will be held in Portland, Ore., in March. The American Library Association's annual conference will be held in Washington, D.C., in June. A special meeting to discuss library design is proposed for January.

ADJOURNMENT – A motion was seconded and made to adjourn. (Flor/Davis-Bridges) Mr. Barr adjourned the meeting at 9:20.

Accepted \_\_\_\_\_

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Amy Eagle  
Secretary