MINUTES OF THE REGULAR MEETING
OF THE LIBRARY BOARD OF TRUSTEES
DECEMBER 17, 2014

1. CALL TO ORDER
Board President Sandy Benson called the regular meeting to order at 7:00 p.m. in the Board Room of the Nichols Library.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL
Board Present: Arvind K. Aggarwal
Sandy Benson
Nina M. Menis
Brian Moore
Vince Rosanova
Kay Severinsen
Madhu Uppal

Board Absent: Andrew Heap

Student Board Present: Alice Ried

Staff Present: Julie Rothenfluh, Executive Director
Lynn Hoffman, Deputy Director
Olya Tymciurak, NIC Library Manager
Karen Dunford, NSL Library Manager
Theresa Rodriguez, HR Manager
Frances Tong, IT Manager
Kim Neidermyer, Marketing Manager
Jeff Scheuerman, Finance Manager

Others Present: Tom Kodiak, Naperville Area HOC

4. CONSENT AGENDA

A. Approval of Minutes
   1. November, 2014 – Regular Meeting
   2. September 17, 2014 – Closed Meeting

B. Approval of Expenditures
   November FY14
   Handwritten Checks $ 0.00
   Accounts Payable 336,118.54
   Payroll (11/14/14, 11/28/14) 809,255.04
   Other Payables 17,100.47
   Acct. & Data Processing Charges 2,411.72
   TOTAL $1,164,885.77
C. Financial Reports
   1. Statement of Cash – November 30, 2014
   2. Statement of Revenue and Expense – November, 2014

Motion was made and seconded to approve the November Consent Agenda as presented. **ROLL CALL VOTE: AYE: AGGARWAL, BENSON, MENIS, MOORE, SEVERINSEN, ROSANOVA, UPPAL. ABSENT: HEAP. MOTION DECLARED CARRIED.**

5. COMMUNICATIONS AND PUBLIC FORUM
None.

6. REPORTS
   A. Employee of the Month
      Rothenfluh stated that the December Employee of the Month could not attend, but will be at the January meeting.

   B. Director’s Report
      Rothenfluh shared that the Library had received a donation from a major corporation stating that one of their employees designated the Naperville Public Library as a place that “made a difference” in the community.

      Rothenfluh stated that Sue Karas, NPL Computer Lab Supervisor, had attended the Chamber’s New Technology Forum and will present a report to the Board at the March, 2015 meeting.

      Rothenfluh shared a photo of Naper Blvd. Library, showing the status of the building update project currently under construction. She stated that Jim Leppert, Project Manager, is working closely with Dave Della Terza, Library Manager, and that the project has been very well received so far by both staff and customers.

      The Board noted an increase in virtual statistics, which Rothenfluh stated was due in large part to customer use of Freegal, a free, downloadable music service.

   C. Monthly Statistics
      The Board accepted the monthly statistics as presented.

7. OLD BUSINESS
   A. Operating Budget Update FY16
      Rothenfluh stated that she had sent communication to City Manager Doug Krieger regarding ways in which the Library can address changes that need to be made to the City’s budget. The Board discussed upcoming changes to the budget cycle as well as the pros and cons of submitting an unbalanced budget.

8. NEW BUSINESS
   A. Review of Policy 260 – Materials Selection
      Rothenfluh reviewed the proposed changes to the Materials Selection Policy, which she said had been significantly restructured in an effort to make it more clear and concise.

      Motion made and seconded to approve Policy 260 – Materials Selection as presented. **MOTION DECLARED CARRIED.**
B. Review of Policy 205 – Donations 14-12/17-236
Rothenfluh stated that there are no changes recommended to Policy 205 at this time.

Motion made and seconded to approve Policy 205 – Donations as presented. **MOTION DECLARED CARRIED.**

Rothenfluh noted that the only recommended change to Policy 340 is to add the Sunday evening hours at the 95th Street Library.

Motion made and seconded to approve Policy 340 – Hours of Operation as presented. **MOTION DECLARED CARRIED.**

Rothenfluh stated that the Policy is the guidelines adopted by the ALA Intellectual Freedom Committee regarding developing library policies and that no changes have been made to those guidelines.


E. Closing Calendar 14-12/17-239
Motion made and seconded to approve the Closing Calendar as presented. **MOTION DECLARED CARRIED.**

9. CLOSED SESSION 14-12/17-240
The Board tabled the approval of Closed Minutes from September 17, 2014 and did not go into closed session.

10. RETURN TO OPEN SESSION 14-12/17-241
N/A

11. FUTURE AGENDAS 14-12/17-242
No changes were made to future Agendas.

12. ADJOURNMENT 14-12/17-243
Motion made and seconded to adjourn the meeting at 7:28 p.m. **MOTION DECLARED CARRIED.**

Respectfully submitted,

Barbara Prescott
Administrative Assistant