

Ella Johnson Memorial Public Library District  
Minutes of the July 27, 2009 Regular Meeting

The regular meeting of the Board of Trustees of the Ella Johnson Memorial Public Library District was called to order at 7:32 PM by board Vice President Linda Wallace with trustees Barbara Brust, Tracy Pierce, Judith Pokorny, and Luann Sarro present. Trustees Robert Becker and Richard Perry were absent. Also present was library director Carol Schrey.

There were no additions/corrections to the agenda.

There were no questions/comments from the public/media.

**Minutes:** Motion Sarro, sec. Pierce to approve minutes of the June 22, 2009 regular meeting. Brust-yes, Pierce-yes, Pokorny-yes, Sarro-yes, Wallace-yes Motion carried.

Motion Sarro, sec. Pokorny to approve minutes of the July 1, 2009 committee of the whole meeting. Pierce-yes, Pokorny-yes, Sarro-yes, Wallace-yes, Brust-yes Motion carried.

**Treasurer's Report:** Motion Brust, sec. Sarro to approve bills/payroll for June 2009. Pokorny-yes, Sarro-yes, Wallace-yes, Brust-yes, Pierce-yes Motion carried.

**Director's Report:** Trustee packet contains summaries from all staff that attended ALA exhibits. Job description and job posting for a new librarian position also included in packet. Per capita grant funds have not yet been received. Dick Thompson building needs draft copies have been given to all trustees and staff. Focus group dates are set for three consecutive Saturdays, October 31<sup>st</sup>, November 7<sup>th</sup> and 14<sup>th</sup>. The need for a financial consultant was made by Mr. Thompson and Steve Larson from Ehlers and Associates will be asked to attend the August meeting. Library will be closed Sunday, August 2<sup>nd</sup> due to the Coon Creek Parade affecting street closures. The library will be a participant in the parade.

There was no president's report.

**Unfinished Business:** Motion Brust, sec. Pokorny to accept Executive Session Minutes Committee report of no closed session minutes to be released. Sarro-yes, Wallace-yes, Brust-yes, Pierce-yes, Pokorny-yes Motion carried.

**New Business:** Trustees Sarro and Pierce will conduct the secretary's audit.

Motion Brust, sec. Sarro to adopt the Tentative Annual Budget & Appropriation Ordinance for FY 2009-2010 and direct staff to post and publish notice of public hearing for September 14, 2009 at 7:30 PM. Wallace-yes, Brust-yes, Pierce-yes, Pokorny-yes, Sarro-yes Motion carried.

Board and staff reviewed *Illinois Library Laws & Rules, January 2008, 75ILCS 16 Public Library District Act* and concluded that the Ella Johnson Memorial Public Library District is in compliance with the policies and ordinances as stated in Illinois Library Laws. Since the library is undertaking a building program, particular attention was paid to 16/30-55.32 Sale or

disposition of property, 16/40-5 Buildings and equipment and 16/40-25 Mortgage on library building or site. The board and staff could offer no revisions or new policies to the existing laws and rules.

Board and staff chose to review two sections of the updated *Administrative Ready Reference*, Ordinances and Policy Model. It was determined that immediate attention is addressed to a Patron Conduct Ordinance and a Patron Confidentiality Ordinance. These items will appear on the August agenda for review and vote. The library has been in the process of updating policies last adopted in 2004. The August agenda will have a first reading of a Library Personnel Records Policy. It was discussed to include two new policies or old policy revisions on each monthly agenda.

Trustee Luann Sarro left the meeting at 8:12 PM.

Motion Pokorny, sec. Wallace to approve new staff librarian position, Adult and Teen Services Manager. Brust-yes, Pierce-yes, Pokorny-yes, Wallace-yes Motion carried.

Executive Session not required.

Meeting adjourned at 8:55 PM.

Respectfully submitted,  
Barbara M. Brust, Secretary