



DECATUR PUBLIC LIBRARY

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JAMES C. SEIDL, City Librarian



DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

AGENDA

April 16, 1987

- I. Call to Order - John Mueller, President
- II. Approval of Minutes
 - A. Regular Board meeting of March 19, 1987
- III. City Librarian's Report
- IV. Extension Librarian's Report
 - A. New bookmobile stops
 - B. Summer Reading Program
 - C. Extension Librarians' Meeting
- V. Reports of Committees
 - A. Finance and Properties
 - B. Policies, Public Relations and Personnel
 - C. Evaluations
 - D. Endowments
 - E. Rolling Prairie
 - F. Friends of the Library
 - G. Nominating Committee

MINUTES

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

April 16, 1987

I. Roll Call

The meeting was called to order at 4:30 p.m. by Vice-president Sorensen. Members present: Mr. Akin, Mrs. Lutovsky, Mrs. Martin, Mrs. Murphy, Mrs. Rossiter and Mr. Seidman. Members absent: Mr. Mueller and Mrs. Alpi. Staff present: Ms. Humphreys, Mr. Seidl, Mr. Serber and Mrs. Brooks. Others present: Robert Plotzke, Director of Rolling Prairie Library System.

Mr. Sorensen suspended the regular order of business and asked Mr. Plotzke to speak to the Board about the Rolling Prairie Library System. He informed the Board of the services offered by the system. A copy of his handout is attached. He also stated that the Decatur Public Library needs an active representative on the RPLS Board for input. The meetings are the second Tuesday at 2 p.m. Mrs. Rossiter volunteered to be on the RPLS Board if there is no restriction that the representative must be a current Board member. Her term on the Board expires in July, 1987.

II. Minutes

There were no additions or corrections to the minutes; they stood approved as mailed.

III. City Librarian's Report

Mr. Seidl asked the Board if they would be receptive to his report being a written report which would be mailed out with the agenda. The Board felt this was a good idea.

Circulation increased 9.8 per cent. The number of patrons in the Library increased 1 per cent.

Peter Hsu of Ontario, Canada, has accepted the position of Head of the YA/AV Department, effective June 1. He is currently an AV consultant for a library system in Canada.

Grace Veach of Carol Stream, Illinois, has accepted the Cataloger

Mr. Seidl encouraged any trustee appointed since 1985 to attend the workshop on June 5 and 6. The expense will be paid by the state library.

Friends of the Library have agreed to support the Summer Reading Program. They will sponsor a well-known storyteller for four sessions at the end of the summer reading program.

Twenty staff members attended CPR training which was given by the Fire Department.

The Library has requested information on the Macon County Jobs Training Partnership Act (JTPA), which provides temporary employment in a training situation at no cost. There is also a possibility of having some public relations work done by a Millikin University student through their student internship program.

The book sale sold seven thousand items and collected \$1,800.

The per capita grant check for \$91,830 was received today.

Stickers have been ordered which will identify the videos by genre (western, comedy, etc.). Mr. Seidl asked the Friends of the Library to consider producing a catalog of all the videos owned by the library.

Mr. Serber, Extension Librarian, spoke about some new developments in his department. A relatively new stop at Coppenbarger School has been very successful, registering 200 out of 350 students. The Extension Department will be involved in the Summer Read in the Parks Program at three locations from June 9 to August 15. The Central Illinois Extension Librarian's meeting was hosted by Decatur at RPL in March. Mrs. Lutovsky spoke about Project Read. Mr. Serber has been asked to be a speaker at a convention in Ohio this summer on automation in bookmobiles. Decatur is unique in using the telephone lines to communicate with the main library. Mrs. Murphy questioned putting a bookmobile stop in the Grant School area. Mr. Serber replied that it is not beneficial to make changes during the first year of a new schedule, but that he would consider this area when looking for new stops.

Mr. Sorensen suggested that some changes be made in the VCR col-

IV. Reports of Committees

Finance and Properties: Mrs. Rossiter made a motion to approve the March bills. The motion was seconded by Mrs. Martin. Mrs. Rossiter noted that expenditures included \$900 for repairs on the brakes of bookmobile 547, new carpeting from Miller O'Neill which will be installed next year, and an eye wash station for the boiler room. The motion unanimously carried on roll call vote. Mrs. Rossiter also reported that the library budget was approved by the City Council.

Policies, Public Relations and Personnel: Mrs. Alpi was absent. The committee meeting was cancelled due to lack of business.

Evaluation Committee: The Evaluation Committee will meet May 14 to evaluate the City Librarian.

Endowments Committee: The draft is in the final stages. It will be sent to the Library attorney prior to Board submittal.

Rolling Prairie: Mrs. Alpi was not present.

Friends of the Library: Mr. Seidman discussed the history and functions of the Friends. The President of Friends is Dave Traxler. The dues are \$3 per year. Friends have been receptive to suggestions on what the library needs; they have purchased the telephone answering machine, sponsored a storyteller, participated in the Decatur Celebration, bought jackets for the hospital volunteers, purchased the copy machines in the basement, sponsored several film series, and sponsored the volunteer teas. Mr. Seidl stated that he intends to approach the Friends about new newspaper racks.

Nominating Committee: Mrs. Rossiter announced that the committee will present a slate at the May meeting.

VI. Avenues to Excellence

This item was tabled until June.

VII. Old Business

There was no old business.