



# DECATUR PUBLIC LIBRARY

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JAMES C. SEIDL, City Librarian



## DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

### AGENDA

December 21, 1989 4:30 P.M.

- I. Call to Order - Barbara Ohlsen, President
- II. Approval of Minutes
  - A. Meeting of November 16, 1989
- III. Communication from the Public
- IV. City Librarian's Report
- V. Reports of Committees
  - A. Personnel, Policies, and Public Relations Committee
    1. No meeting
  - B. Finance & Properties Committee
    1. Approval of bills for November 1989
  - C. Rolling Prairie
    1. Report on December RPLS Board meeting
  - D. Foundation
    1. Meeting of December 7, 1989
  - E. Friends of the Library
- VI. Avenues to Excellence II
  - A. Chapter V, Users and Usage

## MINUTES

### DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

December 21, 1989

#### I. Roll Call

The meeting was called to order at 4:35 p.m. by President Ohlsen. Members present: Mrs. Ohlsen, Mr. Lockmiller, Mrs. Lutovsky, Mr. Oakes, Mr. Smith, and Mr. Sorensen. Members absent: Mrs. Martin, Mrs. Shade, and Mr. Gaumer. Staff present: Ms. Humphreys, Mrs. Gibson, Mr. Seidl, Ms. Leach, and Mrs. Brooks.

#### II. Minutes

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

#### III. Communication From The Public

No one indicated that they wished to be heard.

#### IV. City Librarian's Report

The City Librarian's written report had been previously mailed.

The Board asked that the minutes show congratulations to the staff on achieving 800,000 circulations for 12 months-to-date.

Social security rates will go up January 1, 1990, costing the library an additional \$5,000 to \$6,000 for the remainder of fiscal year 1989-90.

Mrs. Gibson and Mrs. Leach discussed the possibility of instituting quality circles at the library. Mrs. Leach is a trained facilitator from her previous position and is willing to help start quality circles at the library. The Board informally expressed support for this idea.

There was discussion on how to publicize the NOVANET terminals.

Lincoln Library in Springfield recently submitted a new tax levy request which included Sunday hours and increased the book budget to 15% of the total budget. Mr. Seidl reported that Springfield's figures are misleading because they do not have to include anything in their budget for maintenance of the building, utility bills, etc. Mr. Seidl will be meeting with the Lincoln Library Board next time in early January.

## **V. Reports of Committees**

**Personnel, Policy, and Public Relations:** The committee did not meet.

**Finance and Properties Committee:** Mr. Oakes made a motion to approve the November bills. The motion was seconded by Mrs. Lutovsky, and unanimously carried on roll call vote.

Mr. Seidl explained that there will be at least a six month additional delay on installation of the new CLSI computer system. Mr. Lockmiller and Mr. Smith requested copies of the contract between the library and CLSI.

**Rolling Prairie:** Mrs. Lutovsky did not attend the December Rolling Prairie meeting.

**Foundation:** The Foundation has received 501(c)(3) temporary status for four years from the state. After four years, the Foundation will be audited and the state will make a final ruling on the status. A Foundation Advisory Committee is being established, and will include Bill Gerstner, Shirley Moore, and Bob Staley.

**Friends of the Library:** A new sound system for the auditorium is being purchased by the Friends; installation is scheduled for late December or early January. The next meeting will be January 30.

## **VI. Avenues to Excellence II**

Chapter V, Users and Usage was reviewed.

## **VII. Old Business**

There was no old business.

## **VIII. New Business**

Mrs. Lutovsky suggested that the windows in the children's department be used for displays.

Mr. Oakes attended a Career Track Seminar at the City entitled "In Search of Excellence" which he felt was very well done.

The Illinois State Library will hold its pre-White House Conference in Chicago on April 4 - 6, 1990.

## **IX. Adjournment**

Mrs. Ohlsen adjourned the meeting at 5:30 p.m.