

DECATUR PUBLIC LIBRARY

247 EAST NORTH STREET DECATUR, ILLINOIS 62523

ROBERT H. DUMAS, City Librarian



BOARD OF DIRECTORS MEETING

AGENDA

NOVEMBER 17, 1977

- I. CALL TO ORDER
JON ROBINSON, PRESIDENT
- II. APPROVAL OF MINUTES:
 - A. REGULAR BOARD MEETING OCTOBER 20, 1977
- III. STATISTICAL REPORT
- IV. REPORTS OF COMMITTEES:
 - A. PROPERTIES AND FINANCE
 1. Approval of Bills
 - B. POLICIES, PUBLIC RELATIONS AND PERSONNEL
 1. Amendment to Policy Code
- V. OLD BUSINESS
- VI. NEW BUSINESS
- VII. ADJOURNMENT

MEMBERS EXPECTED TO BE PRESENT:

Mrs. Batterham
Mrs. Cowan
Mr. Holcomb (Tentative)
Mr. Lindsay

DECATUR PUBLIC LIBRARY
DECATUR, ILLINOIS

Minutes of Board of Directors Meeting - November 17, 1977

The regular meeting of the Board of Directors of the Decatur Public Library was held November 17, 1977 in the board room of the main Library.

Members Present:

Mrs. Batterham
Mrs. Cowan
Mr. Holcomb
Mr. Lindsay
Mrs. Moore
Mr. Prince
Mr. Robinson
Mr. Stewart

Members Absent:

Mr. Johnson

Others Present:

Miss Cox
Mr. Dumas
Miss Schwegman

The meeting was called to order at 4:30 p.m. by Mr. Robinson.

The minutes of the regular board meeting of October 20, 1977 were approved.

In his statistical report to the Board, Mr. Dumas commented that everything is pretty much as it was last month. We are continuing to whittle down the backlog in Technical Services which is a very good thing. Mr. Dumas stated he would like to bring the Board up to date on the progress we are making on the computerization of the circulation system. We have been plagued in October with machine downtime. We had 177 hours of downtime in October which is a total for the three machines, close to 60 hours per machine in one month. We were coming along beautifully last month, but now with this downtime we are rather considerably behind schedule, Mr. Dumas reported. At this rate we are going to have only 55,000 or 60,000 items in when we go on line, which will put us in a real pinch. Mr. Holcomb stated that this is a massive downtime situation and asked who the Library went to in time of trouble. Mr. Dumas answered that the Library turns to Mr. Ewick of RPL, who in turn contacts the Chicago office or the Massachusetts office. Mr. Lindsay stated he did not think we set any time schedule in the contract as far as downtime was concerned, and this is always a problem you run into with an outside system. Mr. Dumas stated that the main problem seems to be a lack of parts in the company's inventory, but that hopefully the downtime would decrease this month and in the future.

effect on government units, but that he had not as yet been told by the City how much the cost would be to the Library, but that it would probably be a considerable cost. Mr. Lindsay stated that the lack of compliance would cost a lot of money, but he did not know how much the implementation would be.

Mr. Stewart, a member of the Properties and Finance Committee, gave an informational report on the summary of income and expenditures through October 31, 1977 and bills approved through October 31, 1977. Mr. Stewart had several questions, one of which pertained to the three telephone bills on this month's listing. Mr. Dumas explained that one bill was the regular monthly statement, one was for the installation of private lines to RPL for the computer system, and the third bill was for the cost of the private lines. The motion for approval of the report by Mr. Stewart was seconded by Mr. Prince and was unanimously approved by a roll-call vote.

As Chairman of the Policies, Public Relations and Personnel Committee, Mrs. Batterham read a letter which had been received from Mrs. Nancy Lamport, a copy of which is appended to these minutes, regarding retroactive pay for employees who resigned after May 1, 1977. Mrs. Batterham stated that the Committee recommends no action be taken and moves that the City Librarian be instructed to inform Mrs. Lamport that the retroactive salary increase was limited to employees of record as of October 1, 1977. Mrs. Cowan seconded the motion and it was approved.

Mrs. Batterham stated that as directed by the Board, the Committee has also discussed the problem of additional fringe benefits. There was considerable discussion of the implications of proposals under consideration. While sympathetic to the need for expeditious resolution of these questions, it is the consensus that no recommendations be made at this meeting and that further consideration of financial and other implications is necessary.

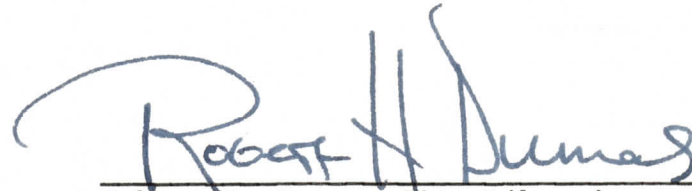
The following motion was made by Mrs. Batterham at this time: That Article V of the Code of Library Policy be modified by the adoption of the following subsection (g) to Paragraph E, Section 4, to wit:

- (g) The Library recognizes a special interest in the community in local authors. To meet this interest, the Library may acquire works by local writers irrespective of the availability of reviews testifying to the quality of the book.

Mrs. Cowan seconded the motion, and it was approved.

Under New Business, Mr. Robinson stated he had received a letter from an applicant for a position in the Library who was concerned whether a position had as yet been filled. Mr. Robinson stated he had conferred with Mr. Dumas on the matter and had the correspondence with him for perusal of members if they so desired.

The meeting was adjourned at 5:05 p.m.

A handwritten signature in blue ink that reads "Robert H. Dumas". The signature is written in a cursive style with a large, looping initial "R".

Robert H. Dumas, City Librarian

For Secretary of the Board