



# DECATUR PUBLIC LIBRARY

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JAMES C. SEIDL, City Librarian



## DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

### AGENDA

April 19, 1990 4:30 P.M.

- I. Call to Order - Barbara Ohlsen, President
- II. Approval of Minutes
  - A. Meeting of March 15, 1990
- III. Communication from the Public
- IV. City Librarian's Report
- V. Reports of Committees
  - A. Personnel, Policies, and Public Relations Committee
    1. Meeting of April 12, 1990
  - B. Finance & Properties Committee
    1. Approval of bills for March 1990
    2. Meeting of April 18, 1990
  - C. Rolling Prairie
    1. Report on April RPLS Board meeting
  - D. Foundation
    1. Meeting of March 27, 1990
  - E. Friends of the Library
    1. No meeting
- VI. Avenues to Excellence II

DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES

April 19, 1990

**I. Call to Order**

The meeting was called to order at 4:30 p.m. by Vice-president Lockmiller. Members present: Mr. Gaumer, Mr. Lockmiller, Mrs. Lutovsky, Mrs. Martin, Mr. Oakes, and Mr. Smith. Members absent: Mrs. Ohlsen, Mrs. Shade, and Mr. Sorensen. Staff present: Ms. Humphreys, Mrs. Gibson, Mr. Seidl, and Mrs. Brooks. Others present: Charlie Brown, Owen Balding, and the security guard.

**II. Approval of Minutes**

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

**III. Communication from the Public**

Owen Balding addressed the Board on a variety of his concerns.

**IV. City Librarian's Report**

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

It was suggested that the library look into registering the public for new library cards at the same time they register to vote.

There was discussion about a patron who was not aware that the grace period on fines was dropped and wanted a \$4.20 fine forgiven. Mr. Oakes moved to accept the recommendation of the City Librarian that the fine not be forgiven. The motion was seconded by Mr. Smith and unanimously approved.

The hearing on the Business Information Center grant application will be May 14 in Springfield.

**V. Reports of Committees**

**Personnel, Policies, and Public Relations Committee:** Mr. Oakes reported that the committee reviewed and found satisfactory the progress that the City Librarian has made toward his annual goals. The committee also reviewed the pay grade and salary of the Assistant City Librarian and took no action.

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

The motion was seconded by Mrs. Martin and unanimously approved on roll call vote.

The committee will consider the insurance when benefits are next reviewed. The insurance plan recently approved by Macon County has less benefits than ours for approximately the same cost. Mr. Seidl will check with the city about making the portion the employee pays for his/her insurance tax-exempt.

Mr. Seidl has talked with one librarian who has been using the ALTOS "fix" for one week with no problems. The Board asked Mr. Seidl to write a letter to CLSI regarding the installation of the new ALTOS system at Decatur Public Library.

**Rolling Prairie:** Mrs. Lutovsky attended the White House Conference on Literacy.

**Foundation:** The Foundation Board of Directors met April 10. The promotional brochure has been approved. They are also creating an advisory council. A donation of \$5,000 was received from the Friends of the Library.

**Friends of the Library:** The book sale will be May 4 and 5.

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

Chapter IV, Physical Facilities, was reviewed.

#### **VII. Old Business**

The economic interest statements must be filed with the county clerk's office by April 30.

#### **VIII. New Business**

It was decided to change the time of the May meeting to 3:30.

The Board congratulated Ms. Gibson on having her paper on "Libraries and Literacy" chosen to be presented at the Illinois Library Association Conference on May 4.

Mr. Seidl has been appointed to the Illinois State Library Advisory Committee (ISLAC).

#### **IX. Adjournment**

Mr. Lockmiller adjourned the meeting at 5:19 p.m.

Personnel, Policies, and Public Relations Committee  
April 12, 1990 7:00 p.m.

The meeting was called to order at 7:00 p.m. by Chairperson Sorensen. Members attending: Mr. Sorensen, Mr. Oakes, and Mrs. Lutovsky. Staff attending: Mr. Seidl and Mrs. Gibson.

The Committee reviewed the goals of the City Librarian; a report is attached.

The next item of business was a discussion of the Assistant City Librarian's salary. Mr. Sorensen had previously discussed this issue with Mrs. Gibson. Mrs. Gibson addressed the committee regarding her concerns.

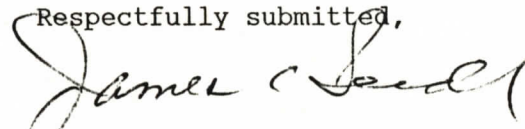
The committee went into executive session to discuss the employment of the Assistant City Librarian in reference to her salary.

Following closed session, the meeting was re-opened to the public.

The committee decided to recommend to the Board that the Assistant City Librarian's pay grade not be altered, but that the Board will continue to make the decision concerning cost-of-living adjustments for this position.

There was no further business. The meeting was adjourned at 8:45 p.m.

Respectfully submitted,



James C. Seidl, City Librarian