

DECATUR PUBLIC LIBRARY

BOARD OF TRUSTEES

Regular Meeting Minutes

November 17, 2011

I. CALL TO ORDER:

Teena Zindel-McWilliams, president called the meeting to order at 5:37 p.m. Members present: Jim Alpi, Michael Deatherage, Mary Gendry, Carol Craig and Eugene King. Gail Crookshank and Edward Costa were absent. Staff present: Karen Bjorkman, Asst. City Librarian.

II: AGENDA

Motion to approve agenda by Ms. Craig and seconded by Mr. King. Motion carried unanimously.

III. MINUTES:

Motion by Mr. Alpi and seconded by Mrs. Gendry to approve the October 20, 2011, minutes as stated. Motion carried unanimously.

IV. COMMUNICATIONS FROM THE PUBLIC:

None

V. CITY LIBRARIAN'S REPORT:

No additions to the report.

VI. REPORTS OF COMMITTEES:

Personnel, Policy, and Public Relations Committee:

Mr. King explained that meetings have been held the last 2 Fridays with the Union, Ms. Fisher and Mr. Everett (library attorney) to settle the Campbell and Skelley grievances. 1. Campbell's start date with the Decatur Public Library restored to February 25, 2008 from September 13, 2010, when she was reinstated after her reduction in force and her will be restored predicated on the February 25, 2008 date. 2. Campbell will maintain any vacation she has accrued between September 13, 2010 and September 13, 2011 and will receive her full vacation allotment on February 25, 2012. 3. Campbell will use any vacation she earned between September 13, 2010 and September 13, 2011 by September 13, 2012. 4. Campbell will be credited with five (5) days of sick leave she lost as a result of the alleged improper reduction in force. 5. Campbell will be credited with three (3) holidays she missed when she was allegedly improperly reduced in force and five (5) vacation days, all of which days must be used on or before July 1, 2012. 6. Campbell will be paid Five Hundred Dollars (\$500.00) in back pay for the time she was allegedly improperly reduced in force, minus any deductions. Union agreed to drop the Skelley grievance.

Motion by Mr. King and seconded by Ms. Crookshank that the settlement with Campbell and Skelley be approved. Motion carried on a voice vote.

Mrs. Zindel-McWilliams passed out the revised job description for the City Librarian and asked Ms. Fisher to review the job description. Ms. Fisher noted that it did not contain the education requirements or any addition necessary information referring to experience in the position. Mrs. Zindel-McWilliams asked her to make the necessary corrections and submit them to Mrs. Zindel-McWilliams as soon as possible for presentation at the December board meeting.

Finance and Properties Committee:

Ms. Craig presented the bills for discussion.

Motion by Mrs. Gendry and seconded by Mr. Alpi to approve the October bills as presented. Motion carried on a roll call vote of yes.

Budget was presented for discussion. Board asked Mrs. Bjorkman to add a couple of lines and that the city budget percentages reflect the correct amounts on the totals. Mr. Fisher is working with the city on the Budget for 2011/2012.

Illinois Heartland Library System:

Ms. Fisher reported that she, Mrs. Standerfer, Ms. Hendricks, and Mr. Edwards will be attending the four (4) meetings in Effingham to review the Polaris and Syrs/Dynix system. There are over 540 libraries in the new system and they are planning to bring the libraries into the new systems on a gradual basis. Two of the hubs are in dire need of updates and will probably come on first.

Friends of the Decatur Public Library:

Mrs. Gendry reported that Nancy McAfee has joined the board as a new member. Jerry Hunt conducted sorter training and had 16 attendees. The Friends will be doing the Connections newsletter and the plan is to publish it 6 times per year. Marion Woyna, long-time member and primary volunteer in the sorting room passed away. Mr. Deatherage suggested that a plaque be put up for her. Ms. Fisher stated that she was working on one for the sorting room.

Foundation:

The next meeting is Monday, November 28, 2011, 2011, at 4:30 p.m. They will have a slate of officers for presentation at the meeting.

VIII. NEW BUSINESS:

None

IX. OLD BUSINESS:

Ms. Fisher stated that the Survey committee will be getting together after Thanksgiving as the 1st of January is still the date when it needs to go out.

X. SERVING OUR PUBLIC:

Serving Our Public 2.0: Standards for Illinois Public Libraries:

Chapter 11: System and ILLINET Membership Responsibilities. Ms. Fisher reported that the library continues to work with the other libraries to meet these standards.

XII. COMMENTS FROM PUBLIC:

None

XIII. ADJOURNMENT:

Motion by Mr. Deatherage and seconded by Mrs. Gendry to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 6:07 p.m.

Respectfully submitted,

Karen Bjorkman

Assistant City Librarian

Approval pending December 15, 2011