

**REGULAR MEETING AGENDA**  
**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**

**Thursday, March 17, 2011**

**4:30 p.m.**

**Decatur Public Library Board Room**

- I. Call to order – Teena Zindel-McWilliams, President
- II. Approval of agenda
- III. Approval of minutes for February 23, 2011 regular meeting
- IV. Communications from the public
- V. City Librarian’s report – Lee Ann Fisher
- VI. Reports of committees
  - A. Personnel, Policy & Public Relations Committee – Eugene King
    - i. No meeting in March
    - ii. Other
  - B. Finance and Properties Committee – Carol Craig
    - i. Approval of bills for February 2011
    - ii. Budget Report
    - iii. Fire Alarm System
    - iv. Proposal from Mark Sorenson
    - v. Leak
    - vi. Litigation Matters: Closed Session (5 ILCS 120/2(c)(11) I move that the Board enter into closed session for the purpose of discussing pending litigation. Ed Booth
    - vii. Other
  - C. Rolling Prairie Library System
    - i. Mary Gendry
    - ii. Other
  - D. Friends of the Library
    - i. March 10, 2011 meeting – Mary Gendry
  - E. Foundation
    - i. No meeting is scheduled
    - ii. Appointments

- VII. Old Business
  - A. Library On the Go
  - B. Other
- VIII. New business
  - A. Other
- IX. Serving Our Public 2.0: Standards for Illinois Public Libraries:  
Chapter 5: Technology
- X. Public comments – 15-minute time period for citizens to appear and express their views before the Decatur Public Library Board. Limit of 3 minutes per speaker; total of 15 minutes.  
No immediate response will be given by the Library Trustees or Library staff members.
- XI. Adjournment

**DECATUR PUBLIC LIBRARY BOARD OF TRUSTEES**

**Regular Meeting**

**March 17, 2011**

**I. CALL TO ORDER:**

Teena Zindel-McWilliams, president called the meeting to order at 4:30 p.m. Members present: Michael Deatherage, Mary Gendry, Eugene King, Gail Crookshank, Carol Craig, James Alpi, and Edward Costa. Darryl Barbee was absent. Staff present: Lee Ann Fisher, City Librarian and Karen Bjorkman, Assist. City Librarian, and Library attorney: Ed Booth.

**II. AGENDA**

Motion by Mrs. Gendry and seconded by Mr. Alpi to approve the agenda as presented. Motion carried unanimously.

**III. MINUTES:**

Motion by Mr. Deatherage and seconded by Mrs. Crookshank to approve the February 23, 2011, meeting minutes. Motion carried unanimously.

**IV. COMMUNICATIONS FROM THE PUBLIC:**

None

**V. LIBRARIAN'S REPORT:**

Ms. Fisher reported that the fire alarm was activated today by a patron and the system worked very well.

Several board members raised questions about the library e-book program "Library-On-the-Go". A major concern was as to limits on the number of checkouts. Ms. Fisher explained that the library is aware of the issue. She stated that the library is offering classes to patrons as many new devices have been added since Christmas.

**VI. REPORTS OF COMMITTEES:**

**Personnel, Policy, and Public Relations Committee:**

Nothing is pending at this time

**Finance and Properties Committee:**

Motion by Ms. Craig and seconded by Mr. Deatherage to approve the bills for February 2011. Motion carried on a roll call vote yes.

Budget was presented for discussion.

Proposal from Mark Sorenson for archival work in the Local History Room was presented and the board authorized Ms. Fisher to proceed with the work.

Ms. Fisher explained about the efforts to repair the leak over the Local History Room and to eliminate the pipes over the area.

Motion by Ms. Craig and seconded by Mr. King at 4:40 p.m. to go into Closed Session (5 ILCS 120/2(c)(11) I move that the Board enter into closed session for the purpose of discussing pending litigation. Motion carried on a yes vote.

Motion by Ms. Craig and seconded by Mr. King at 4:55 p.m. to return to open session. Motion carried on a yes vote.

### **Rolling Prairie Library System:**

Ms. Gendry stated that the transition board will be composed of 20 members from the 4 systems that will become the new Illinois Heartland System.

Ms. Fisher explained the upgrade and server move that took place. The transition board will be interviewing for the director's position. They are hoping to have everything in place by July 1, 2011.

### **Friends of the Decatur Public Library:**

Mrs. Gendry reported that the March sale was \$950.11. Non-fiction sale will be in April.

### **Foundation:**

Ms. Fisher stated that a meeting would need to be scheduled for April.

## **VII. OLD BUSINESS:**

Library-On-The-Go (LOTGO) ebooks are being discussed among the libraries because of Harper Collins only allowing 26 checkouts before it completely deletes from the system. Selectors have been instructed not to order from Harper Collins ebooks.

## **VIII. NEW BUSINESS:**

Mr. Deatherage brought up the microfilm area and all the "Out of order" signs. Questioned when the library Herald & Review copies of microfilm.

Ms. Fisher will investigate the situation.

The three board members going off in June agreed to serve another term. Teena Zindel-McWilliams, Ed Costa, and Mary Gendry.

**IX. SERVING OUR PUBLIC:**

Serving Our Public 2.0: Standards for Illinois Public Libraries: Ms. Fisher went over Chapter 5: Technology. We meet all the requirements.

**X. COMMENTS FROM PUBLIC:**

None

**XI. ADJOURNMENT:**

Meeting adjourned at 5:42 p.m.

Respectfully submitted,  
*Karen Bjorkman*  
Assistant City Librarian

Pending approval 4/21/2011