

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

**Thursday, October 20, 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 September 15, 2011 regular meeting
- IV. Communications from the public
- V. City Librarian's report
- VI. Reports of committees
  - A. Personnel, Policy & Public Relations Committee – Eugene King

- i. Employment/Appointment Matters: Closed Session (5 ILCS 120/2(c)(1))

- move that the Board enter into closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

- ii. Other

- B. Finance and Properties Committee – Mike Deatherage

- i. Approval of bills for September 2011

- ii. Budget Report

- iii. Other

- C. Illinois Heartland Library System

- i. Users Group – October 12, 2011, Karen Bjorkman

- D. Friends of the Library

- i. Mary Gendry – October 13, 2011

- E. Foundation

- i. Meeting is scheduled for October 24, 2011 at 4:30 p.m.

- ii. Other

- VII. New Business

- A. Other

VIII. Old Business

A. Long Range Plan

i. Next meeting October 26, 2011, 4:30 p.m.

B. Other

IX. Serving Our Public 2.0: Standards for Illinois Public Libraries:

Chapter 10: Marketing, Promotion, and Collaboration

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 Minutes**  
**October 20, 2011**

**I. CALL TO ORDER:**

Teena Zindel-McWilliams, president called the meeting to order at 4:32 p.m. Members present: Michael Deatherage, Mary Gendry, Gail Crookshank, and Eugene King. Jim Alpi, Carol Craig and Edward Costa were absent. Staff present: Karen Bjorkman, Asst. City Librarian.

**II: AGENDA**

Motion to approve agenda by Mrs. Gendry and seconded by Mr. King. Motion carried unanimously.

**III. MINUTES:**

Motion by Mr. Deatherage and seconded by Mrs. Crookshank to approve the September 15, 2011, minutes as stated. Motion carried unanimously.

**IV. COMMUNICATIONS FROM THE PUBLIC:**

None

**V. CITY LIBRARIAN'S REPORT:**

Will be available at the November meeting.

**VI. REPORTS OF COMMITTEES:**

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

Motion by Mr. King and seconded by Mrs. Crookshank at 4:38 p.m. to go into closed session for 5 ILCS 120/2(c)(1) "I move that the Board enter into closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body". Motion carried on a voice vote.

Motion by Mr. Deatherage and seconded by Mrs. Crookshank at 4:48 p.m. to return to open session. Motion carried on a voice vote.

**Finance and Properties Committee:**

Mr. Deatherage asked about the \$10,000.00 for ebooks. It was explained that this is a prepayment and the library places orders against this amount. He asked about the payment of the bill to Richland Community college and the answer was that this is the T1 line for the library internet access.

Motion by Mr. King and seconded by Mrs. Gendry to approve the bills for September 2011.  
Motion carried on a roll call vote yes.

Budget was presented for discussion.

The downtown streetscape drawings were presented for information and the library will continue to monitor the ongoing activity and watch for Phase III. Mrs. Zindel-McWilliams wanted to revisit the issue of the streetscape in April of 2012

**Illinois Heartland Library System:**

Ms. Bjorkman stated that IHLS was holding meetings in November to investigate a new public access computer system for the library collection. This will be an ongoing process and Ms. Fisher will report on the evaluation of the systems at the December board meeting.

**Friends of the Decatur Public Library:**

The Friends have paid all the bills from the Labor Day Book Sale and they received over \$900.00 for the left over books. The Connections publication will have a different schedule and library staff will be contributing to the writing of the articles. Mr. Hunt is having training for the sorters in the book donation room on October 27, and 28.

**Foundation:**

The next meeting is Monday, October 24, 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:**

Next Long Range Planning Meeting October 26, 2011 at 4:30 p.m.

**X. SERVING OUR PUBLIC:**

Serving Our Public 2.0: Standards for Illinois Public Libraries: Chapter 11 will be reviewed in November.

**XII. COMMENTS FROM PUBLIC:**

None

**XIII. ADJOURNMENT:**

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

Meeting adjourned at 5:05 p.m.

Respectfully submitted,  
*Karen Bjorkman*  
Assistant City Librarian

11/2011  
Approval pending