

North Suburban Library System

Meeting, Board of Directors 2008-2009
Monday, March 23, 2009
System Center

Draft –
Subject to Approval

Minutes

1. CALL TO ORDER

President Mosshamer called to order the regular March meeting of the NSLS Board of Directors at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Directors Present: Baker, Berman, Caudill, Forte-Scott, Garland, Larson, Mosshamer, Ower, Siegel, Stewart

Director Ente entered at 7:10 p.m.

Directors Absent: Lawlor, McWilliams, Zelenka

Present: Illinois State Library Consultant Cyndy Colletti

4. APPOINTMENT OF BOARD MEMBER

Richard Lee was appointed by the board to fill seat vacated by Mary Pergander. Director Lee will serve unexpired term ending June 2010.

5. MINUTES OF PREVIOUS MEETINGS

*a. THE MINUTES OF THE PREVIOUS MEETING on January 12, 2009 (Exhibit 5.a.) accepted as presented. The motion was seconded and approved with a unanimous voice vote.

6. REPORTS: OFFICERS

a. President Mosshamer – Reported that the NSLS Annual Awards Banquet on March 20, 2009 was a terrific success. President Mosshamer thanked the board for the flowers sent in memory of his mother.

b. Vice President Caudill – Attended the Fox Lake Public Library ground breaking and spoke on behalf of NSLS. Director McWilliams also attended the event.

c. Secretary Berman – no report.

- *d. Treasurer Stewart introduced the TREASURER'S REPORT (Exhibits 6.d.1. – 6.d.5.)
 - 1. Wire Transfers for the months of January and February, 2009 (Exhibit 6.d.1.)
 - 2. Statement of Revenues and Expenditures from January 1 – February 28, 2009 (Exhibit 6.d.2.)
 - 3. Schedule of Expenditures – Budget and Actual from January 1 – February 28, 2009 (Exhibit 6.d.3.)
 - 4. Statement of Revenues and Expenditures from January 1 – February 28, 2009 (Exhibit 6.d.4.)
 - *5. A vote is needed to ratify Checks/Voucher Register issued from January 1 – February 28, 2009 (Exhibit 6.d.5.)

Director Forte-Scott moved to RATIFY THE CHECKS/VOUCHER REGISTER (Exhibit 6.d.5.) as presented. The motion was seconded by Director Ower and carried with a unanimous voice vote.

7. REPORT: EXECUTIVE DIRECTOR

- a. Executive Director Long reported that the Library Partnership Trust (LPT) Board met earlier in the evening. The LPT Board approved checks and discussed revised LPT bylaws and work plan for FY2009/10. The next LPT Board meeting is scheduled for April 27 at 4:30 p.m. at Skokie Public Library.
- b. Executive Director Long reported that the NSLS Board meeting on April 27 will take place at Skokie Public Library, the NSLS Library of the Year. There will be a tour of the library at 5:00 p.m., followed by a light dinner at 6:00 p.m. and the board meeting at 7:00 p.m.
- c. Executive Director Long reported that Governor Quinn presented a budget last week and that System funding has been preserved.
- d. Executive Director Long reported that stipend checks will be provided to NSLS board members who attend the National Library Legislative Day in Washington DC. Public library representatives will receive \$300 and all other directors will receive \$800. Currently, President Mosshamer and Directors Ente, Forte-Scott, and McWilliams are expected to attend.
- e. Executive Director Long gave an update of work of the System Standards Review Committee. Progress can be viewed at Web Junction website.

8. REPORTS: COMMITTEES, TASK FORCES, LIAISONS

a. Board Development Committee; Betsy Larson, Chair

The Board Development Committee met on March 20 at 2:30 p.m. A timeline for completing the evaluation of the Executive Director was discussed.

1. Board Retreat Task Force; Kathy Caudill, Chair

The Board Retreat Task Force met on January 26. Vice President Caudill reported that an emergency succession plan was discussed and recommended to the Management Affairs Committee for approval.

b. Executive Committee; Skip Mosshamer, Chair

President Mosshamer reported that the Executive Committee will meet on April 13; later changed to April 9 at 6:00 p.m.

c. Finance Committee; Christopher Stewart, Chair

Treasurer Stewart reported that the Finance Committee met on March 9 and will meet again on March 30. A budget will be presented to the board at the April 27 board meeting.

d. Legislative Committee; Dayle Zelenka, Chair

1. In Director Zelenka's absence, Executive Director Long reported that the legislative process continues.

e. Management Affairs Committee; Kathy Caudill, Chair

r*1. Vice President Caudill reported on compulsory changes to the FMLA Act. Management Affairs recommended that the board approve the revised policy. The motion from the committee was seconded by Director Garland and approved by unanimous roll call vote.

r*2. Vice President Caudill reported that Management Affairs recommends the purchase of 750 delivery bins for \$7,260. the motion from the committee was seconded by Director Garland and approved by unanimous roll call vote.

r*3. Vice President Caudill reported that Management Affairs approve the Emergency Succession Plan recommended by the Board Retreat Task Force Committee. The motion from the committee was approved by unanimous roll call vote.

f. Nominating Committee

Director Garland reported that the Nominating Committee will meet in the

near future. She asked that directors interested in serving as an officer or on the Nominating Committee for FY2009/10 should contact her immediately.

9. REPORT: CONSULTANT, ILLINOIS STATE LIBRARY, CYNDY COLLETTI

a. Consultant Cyndy Colletti reported on various State of Illinois initiatives.

10. UNFINISHED BUSINESS

None.

11. NEW BUSINESS

Director Ente requested that the NSLS board be more fully engaged with the process of revising the LPT bylaws.

12. COMMUNICATIONS

13. PUBLIC COMMENT

Guests included Debbie Nelson, Arlington Heights Memorial Library Trustee; Doris Wagner, Indian Trails Public Library District Trustee; Carol Barnes, Palatine Public Library District Trustee; David Winton, Glenview Public Library Trustee.

14. OTHER

None

*15. ADJOURNMENT

Meeting adjourned at 8:11 p.m.

* This symbol indicates that a vote was needed; r* indicates a roll call vote was needed.