

# MEMORANDUM

TO: NSLS Management Affairs Committee

FROM: Sarah Ann Long

DATE: January 8, 2010

RE: Meeting Agenda  
Monday, January 11, 2010  
7:00 p.m. – System Center (Conference Room)

The following items have been placed on the agenda:

1. Welcome and Introductions – Christopher Stewart, Chair
2. Approve draft minutes from October 19, 2009 meeting (Exhibit 2 – Attached)
3. Update on new Banking Relationship – Jan
4. Retirement Plan Action Item – Jan (Exhibit 4 – To be Distributed)
5. Budget Situation – Sarah
6. The Campaign – Sarah
7. Working with the DuPage Library System – Sarah
8. Planned Survey – Mary
9. Other
10. Next meeting: Monday, February 8, 2010 at 7:00 p.m. at NSLS
11. Adjournment

NORTH SUBURBAN LIBRARY SYSTEM  
MANAGEMENT AFFAIRS MEETING  
Monday, October 19, 2009  
7:00 p.m. – System Center

Draft –  
Subject to Approval

Minutes

PERSONS PRESENT:

Christopher Stewart, Chair; Debbie Baaske; Stu Baker; Betsy Bartholomew; Kathy Berman; Kathy Caudill; Jan Hayes; Paul Kaplan; Noreen Lake; Richard Lee; Sarah Long; Leora Siegel; Mary Witt

ITEMS DISCUSSED:

1. Introductions
2. Review of charge to committee.
3. Minutes of May 4, 2009 – Motion to approve as presented made by Director Berman, seconded by Director Kaplan, approved by consent of the board.
4. Discussion of recent Digital Past survey
  - Consider demo at an upcoming board meeting
  - Consider devising comparable costs for each Digital Past member
5. Discussion and approval of continued participation in D & O insurance and unemployment. Director Kaplan moved to approve; seconded by Director Berman. Motion carried unanimously. Management Affairs recommends approval by board at October board meeting.
6. Discussion of delivery proposal
  - Bring discussion to board meeting in October
  - Consider advance information to directors and via nsls.info.
7. Report on Annual Banquet and bridge update

NEXT MEETING:

Monday, November 16, 2009 at 7 p.m. at NSLS

ADJOURNMENT: