

**NILES PUBLIC LIBRARY DISTRICT  
BOARD MEETING MINUTES  
March 15, 2006  
7:00 P.M.  
Computer Room  
6960 Oakton Street  
Niles, Illinois**

**Call to Order**

The meeting was called to order by President Dennis O'Donovan at 7:00 p.m. Trustees present were: Vice President Morgan Dubiel, Secretary Barbara Nakanishi, Trustees Fred Kudert and Dan Vonder Heide. Ms. Maureen Polcyn arrived at 7:01 p.m. Mr. Patrick Cross gave previous notice.

Staff present were: Cary J. Czarnecki, Library Administrator; Barb Kruser, Reader's Advisory/Audiovisual Services Supervisor; Susan Lempke, Children's Services Supervisor; Mike O'Keefe, Business Manager; Linda Weiss, Library Services Manager; and Diane Winberg, Administrative Assistant.

Also present were: Ms. Elizabeth Houlihan, Niles patron, and Mr. Glen Williams, Trustee, North Suburban Library System.

**Approval of Minutes**

*Personnel and Policy  
Committee Meeting  
February 15, 2006*

Ms. Nakanishi MOVED the Library Board of Trustees approve the Minutes of the Personnel and Policy Committee Meeting of February 15, 2006. Mr. Dubiel SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, O'Donovan, Polcyn, Vonder Heide.  
Nays: None.

Motion PASSED.

*Executive Session  
Personnel & Policy Committee  
February 15, 2006*

Mr. Dubiel MOVED the Library Board of Trustees approve the Executive Session of the Personnel and Policy Committee Meeting of February 15, 2006. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, O'Donovan, Polcyn, Vonder Heide.  
Nays: None.

Motion PASSED.

*Regular Board Meeting  
February 15, 2006*

Mr. Dubiel MOVED the Library Board of Trustees approve the Minutes of the Regular Board Meeting of February 15, 2006. Mr. Vonder Heide SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, O'Donovan, Polcyn, Vonder Heide.  
Nays: None.

Motion PASSED.

**Change in Agenda**

Ms. Polcyn MOVED the Library Board of Trustees amend the agenda to consider the Hearing of Delegates, Item 7, before Approval of Payment of Bills, Item 4. Mr. Vonder Heide SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, O'Donovan, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

Mr. Czarnecki introduced guest speaker Mr. Glen Williams, a Trustee of the North Suburban Library System and Trustee of the Fox River Grove Library District. During his talk, Mr. Williams gave the Trustees an overview of the North Suburban Library System's services and programs. He supplied the Trustees with a "report card" showing the library's participation in the various services and programs offered through the North Suburban Library System. The report indicated that the library has a very high attendance rate at various continuing education events throughout the year. Also, the library loaned 73,769 items through reciprocal borrowing and borrowed 178,007 items through the program. He also encouraged the trustees to take advantage of the instructional online TrusteeE-Training tool. This tutorial was created to assist people to be better prepared to fulfill the duties and responsibilities of being a library trustee. Mr. Williams invited the trustees to attend NSLS Board Meetings which are held on the fourth Monday of every month and to participate on the various committees.

**Treasurer's Report**

Mr. Dubiel MOVED the Library Board of Trustees approve the February Treasurer's Report as submitted to the Board. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, O'Donovan, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

**Payment of Bills**

Mr. Dubiel MOVED the Library Board of Trustees approve the payment of the bills for operating expenses of \$126,708.74, payroll expenses of \$227,247.23 for a total monthly expense of \$353,955.97. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, O'Donovan, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

**Administrator's Report**

Mr. Czarnecki started his report with a reminder that the Statement of Economic Interest which was mailed to all of the trustees at their home addresses is due at the end of April.

Mr. Czarnecki referred to the business card provided by Susan Lempke of Youth Services Department, with the website link, Kids in Mind.com. This link serves as an excellent source providing parents with reviews of movies with reference to specific categories such as violence, language, and nudity.

Mr. Czarnecki made reference to the questions and results of the recent in-house survey which followed his report. The responses from the survey were helpful in preparing the library's Long Range Plan. The Long Range Plan will be presented to the Board for approval at the April Board Meeting.

Mr. Czarnecki mentioned that in April he will present to the Board for their consideration a change in the library's policy regarding the staff use of

computers. A draft of the change was included in the Board Packet for the Trustees to review for the April Board Meeting.

Finally, Mr. Czarnecki made reference to the wireless network which will be accessible by library patrons. A copy of the agreement which will appear on the screen of a laptop computer when someone logs on to this network was provided for review. The proposed change to the Internet Access Policy will be presented to the Trustees at the April Board Meeting.

**RECOMMENDED MOTIONS**

*Sale of Booklets  
Library-Sponsored Events*

Mr. Dubiel MOVED the Library Board of Trustees authorize the sale of booklets at library-sponsored events on April 2, 2006. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, O'Donovan, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

*NSLS Reciprocal Borrowing  
Program: Goals and Policies*

Mr. Dubiel MOVED the Library Board of Trustees ratify the *North Suburban Library System Reciprocal Borrowing Program: Goals and Policies*, as approved on November 28, 2005. Ms. Polcyn SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, O'Donovan, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

*Executive Session  
Personnel & Policy Committee  
January 18, 2006*

Mr. Dubiel MOVED the Library Board of Trustees approve the revision of the Personnel and Policy Committee Meeting Executive Session Minutes of January 18, 2006, as indicated on the attached document. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, O'Donovan, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

**Meeting Room Requests**

Ms. Polcyn MOVED the Library Board of Trustees approve the meeting room requests submitted for approval at the Board Meeting of March 15, 2006. Mr. Dubiel SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, O'Donovan, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

**Communications**

They were included in the Board Packet.

**Hearing of Delegates**

Ms. Houlihan thanked the Library for making email notices available to library patrons.

**Secretary's Report**

There was no report.

**Committee Reports**

Building and Grounds—There was no report.

Finance – There was no report.

Grievance – There was no report.

Personnel & Policy – There was no report.

Audit – There was no report.

**Liaison Reports**

Friends of the Library – There was no report.

Legislation – There was no report.

North Suburban Library System – There was no report.

**Old Business**

There was none.

**New Business**

***Hires/Resignations***

Mr. Dubiel MOVED the Library Board of Trustees approve the resignation of Theodore Gayford from the position of Adult/Young Adult Reference Services Librarian, effective February 28, 2006. Mr. Kudert SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, O'Donovan, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

**Adjournment**

Ms. Polcyn MOVED to adjourn. Mr. Vonder Heide SECONDED.

Roll Call Vote:

Ayes: Dubiel, Kudert, Nakanishi, O'Donovan, Polcyn, Vonder Heide.

Nays: None.

Motion PASSED.

The meeting adjourned at 7:55 p.m.

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President

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Secretary