

Brookfield Public Library

Journal of the Proceedings of a
Regular Library Board of Trustees Meeting
July 25, 2007 – 7:00 P.M.

Members Present: President Jonathan Platt, Trustees Margaret Blasage, Carol Vaughan Kissane, Barbara Garvey, Dianne Duner, Jennifer Oberhauser and Judith Sweet (via teleconference).

Members Absent: None

Others Present: Library Director Kimberly Litland, Village of Brookfield Liaison – Village President Michael Garvey and Library Administrative Assistant Linda Louise Schmidhuber.

Also Present: None

On Wednesday, July 25, 2007, President Platt called the Regular Library Board of Trustees meeting to order at 7:05 P.M. Upon roll call a quorum was determined.

Motion to Allow Trustee Judith Sweet to Attend Meeting Via Telephone

Motion by President Platt, seconded by Trustee Kissane to allow Trustee Judith Sweet to attend the July 25, 2007 Regular Library Board meeting via telephone. Upon roll call, the motion carried as follows: President Platt, Trustees Blasage, Kissane, Garvey, Duner, Oberhauser and Sweet. Nays: None. Absent: None.

APPROVAL OF AGENDA

Motion by Trustee Oberhauser, seconded by Trustee Blasage to approve the Agenda of the Regular Library Board meeting of July 25, 2007. Upon roll call, the motion carried as follows: President Platt, Trustees Blasage, Kissane, Garvey, Duner, Oberhauser and Sweet. Nays: None. Absent: None.

AWARDS AND PRESENTATIONS

A. Greg Molinari, Circulation Services Assistant, for ten years of service

President Platt presented Greg Molinari with a certificate and a plaque commemorating Greg's ten years of service to the Library.

APPROVAL OF CONSENT AGENDA

Consent agenda (*Any trustee may remove items from the consent agenda for action by the Board.*)

- A. Approval of minutes, regular meeting of June 20, 2007
- B. Approval of minutes, executive session of June 20, 2007
- C. Approval of minutes, emergency meeting of July 11, 2007
- D. Approval of minutes, building and grounds committee executive session of July 23, 2007
- E. Acceptance of financial statements for June 2006
- F. Acceptance of director's report for July 2006

Motion by Trustee Blasage, seconded by Trustee Sweet, to approve the Consent Agenda of the July 25, 2007 with the removal of Item D. Upon roll call, the motion carried as follows: President Platt, Trustees Blasage, Kissane, Garvey, Duner, Oberhauser and Sweet. Nays: None. Absent: None.

COMMUNICATIONS AND CORRESPONDENCE

A. Written

1. Newspaper articles / photos – provided in a separate folder
2. Memoranda from Library Attorney Roger Ritzman
3. Thank you letters
4. Architectural introduction and letter of interest
5. Riverside Township grant letter

President Platt commented that he had personally responded to all correspondence from residents received by e-mail through the Library's website.

All written Communications and Correspondence filed with records of the July 25, 2007 meeting.

PUBLIC COMMENT

Two residents spoke regarding the Library's proposed expansion:

Wendy Castle (sp) presented the possibility that the Village Hall and the Library merge efforts so that the Library could be located on the same land as is the Village Hall is currently located.

Jim Marson also supported the idea that the Library could be located on the same property as the Brookfield Village Hall.

PRESIDENT'S REPORT

President Platt informed the Board of recent meetings he has attended, including:

- Building & Grounds meeting
- Marketing Committee meeting – regarding membership for the Resident's Advisory Board
- Meeting Agenda review with Director Litland

DIRECTOR'S REPORT

Director Litland informed the Board of the following recent events and items detailed in the Director's Report included in the Board's packet:

- Results of the Summer Reading programs – statistics
- Wireless printing service now available in the Library
- The circulating laptop program

STAFF REPORT - TECHNICAL SERVICES DEPARTMENT

Technical Services Department Head, Toni Hergenrother, informed the Board of the variety of duties and responsibilities fulfilled by her Department including:

- Ordering of all materials for the Library
- Coordination and processing of Standing Orders
- Record keeping regarding Serials
- Preparation and processing of materials for circulation
- Processing of 'weeded' materials

REPORTS OF LIAISONS

MLS – President Blasage: President Blasage

Trustee Blasage reported on the MLS meeting held Monday, July 17, 2007 and the election of officers that took place at that meeting. Concerns regarding whether the State will pass their budget in a timely manner which is a concern to all libraries in the State.

Library Trustee Forum – Trustee Kissane:

Trustee Kissane stated that the Trustee Forum would be meeting in September.

Friends of the Library – Trustee Platt:

The results of the Friend's recent book sale were very good and an amount in excess of \$2,500.00 was made.

Village Board – President Garvey: President Garvey noted actions taken during the previous two Village Board and Committee of the Whole meetings, including:

- Demolition of the Lucas Tire facility, funded by Federal Grant
- Restructuring the fees for building permits
- Possibility of a Special Recreation Tax to offset participation in SEASPAR and other park projects
- Street improvement projects for next year
- Success of summer programs
- Cancellation of the August 27, 2007 Regular Village Board Meeting.

NEW BUSINESS

REPORTS OF COMMITTEES

Finance Committee – Trustee Garvey

Motion by Trustee Garvey, seconded by Trustee Kissane to approve the July 25, 2007 warrant for payment in the amount of \$83,873.16. Upon roll call, the motion carried as follows: President Platt, Trustees Blasage, Kissane, Garvey, Duner, Oberhauser and Sweet. Nays: None. Absent: None.

Building and Grounds Committee

Trustee Blasage presented an update on current projects including:

- Plans for the CDBG grant project and revised drawings to be made by architect to include push plates for the public restrooms
- The building program and the Citizen's Advisory Committee meeting scheduled for August 30, 2007 at 7:00 P.M.
- Land acquisition plans – exploring various possible sites

President Platt expanded on plans regarding the CDBG grant program.

Marketing Committee

Trustee Oberhauser provided decisions made during the recent Marketing Committee meeting.

Discussion: 2007 Taste

Director Litland informed the Board of the initial work done toward the event.

Action: Approve resolution no. 2007-09: Authorizing Financing with First National Bank of Brookfield.

Motion by Trustee Blasage, seconded by Trustee Kissane, to approve Resolution No. 2007-09 – Upon roll call, the motion carried as follows: President Platt, Trustees Blasage, Kissane, Garvey, Duner, Oberhauser and Sweet. Nays: None. Absent: None.

EXECUTIVE SESSION – Acquisition of Real Estate (5 ILCS 120/2c(5))

Motion by Trustee Kissane, second by Trustee Oberhauser, to adjourn to an Executive Session 8:10 P.M. to discuss Real estate (5 ILCS 120/2 c(5)). Upon roll call, the motion carried as follows: President Platt, Trustees Blasage, Kissane, Garvey, Duner, Oberhauser and Sweet. Nays: None. Absent: None.

RECONVENE REGULAR LIBRARY BOARD OF TRUSTEES MEETING

Motion by Trustee Kissane, seconded by Trustee Platt, to reconvene the Regular Library Board of Trustees meeting of July 25, 2007 at 9:41 P.M. Upon roll call, the motion carried as follows: President Platt, Trustees Blasage, Kissane, Garvey, Duner, Oberhauser and Sweet. Nays: None. Absent: None.

Approve Acquisition of Real Estate – 8621 Washington Avenue, Brookfield, Illinois

Motion by Trustee Kissane, seconded by Trustee Oberhauser to approve the purchase of the property known as 8261 Washington Avenue, Brookfield, Illinois. Upon roll call, the motion carried as follows: President Platt, Trustees Blasage, Kissane, Garvey, Duner, Oberhauser and Sweet. Nays: None. Absent: None.

Resolution no. 2007-10 Confirming Public Hearing and Property Acquisition Plan

Motion by Trustee Kissane, seconded by Trustee Duner, to approve a Property Acquisition Plan and Public Hearing for Acquisition of Real Estate, to be held on September 4, 2007 at the Brookfield Village Hall. Upon roll call, the motion carried as follows: President Platt, Trustees Blasage, Kissane, Garvey, Duner, Oberhauser and Sweet. Nays: None. Absent: None.

Resolution 2007-11 Right of First Refusal – 3501 Arden Avenue, Brookfield, Illinois

Motion by Trustee Blasage, seconded by Trustee Garvey to approve Resolution No. 2007-11 - Right of First Refusal for 3501 Arden Avenue and tender earnest money in the amount of \$1,000.00 to the property owner. Upon roll call, the motion carried as follows: President Platt, Trustees Blasage, Kissane, Garvey, Duner, Oberhauser and Sweet. Nays: None. Absent: None.

Resolution 2007-12 – Authorizing the Purchase and the Finance Plan for 3507 Arden Avenue, Brookfield, Illinois.

Motion by Trustee Blasage, seconded by Trustee Kissane, to approve Resolution 2007-12 - Authorizing the Purchase and the Finance Plan for 3507 Arden Avenue, Brookfield, Illinois. Upon roll call, the motion carried as follows: President Platt, Trustees Blasage, Kissane, Garvey, Duner, Oberhauser and Sweet. Nays: None. Absent: None.

ADJOURNMENT

Motion by Trustee Platt, seconded by Trustee Kissane, to adjourn the Regular Library Board meeting of July 25, 2007 at 9:48 P.M. Upon roll call, the motion carried as follows: President Platt, Trustees Blasage, Kissane, Garvey, Duner, Oberhauser and Sweet. Nays: None. Absent: None.

Carol Kissane
Secretary
Brookfield Public Library
Board of Trustees

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