

**Minutes of the Meeting of the Board of Trustees  
Melrose Park Public Library  
February 11, 2008**

**I. Call to Order & Roll Call**

The meeting of the board of Trustees, Melrose Park Public Library was called to order by President Gustello at 7:21 p.m.

**MEMBERS PRESENT:** Trustees Alaimo, Bonilla-Lopez , Gustello, Latzke, and Misasi

**MEMBERS EXCUSED:** Cervone, Culotta

**ALSO PRESENT:** Library Director, Barbara Giordano; Library Attorney, Russell Syracuse and Administrative Assistant, Lianne O'Brien.

**II. The Pledge of Allegiance**

The Pledge of Allegiance was recited by all present.

**III. Secretary's Report**

A. Minutes and Communications

On a motion by Trustee Misasi seconded by Trustee Alaimo, it was resolved that the Minutes from January 14, 2008 were approved.

When the question was called, the following vote resulted:

Alaimo Yea Bonilla-Lopez Yea Cervone Absent Culotta Absent Gustello Yea Latzke  
Yea Misasi Yea

The motion was declared passed.

B. Correspondence and Public Comment

**IV. Treasurers Report**

A. Approval of Accounts Payable

On a motion by Trustee Alaimo and seconded by Trustee Misasi, it was resolved that vouchers for January 2008, numbered **20190** through **20223** in the amount of \$25,148.28 were approved.

When the question was called, the following vote resulted:

Alaimo Yea Bonilla-Lopez Yea Cervone Absent Culotta Absent Gustello Yea Latzke  
Yea Misasi Yea

The resolution was declared passed.

**B. Income & Expenditures to Date**

Have not received the Village Report

**V. Director's Report**

Barb requested that Trustee Alaimo fill the other trustees in on the meeting with the Mayor concerning the Library expansion. They wanted to set up a timeline for the project. The Mayor stated that while we will be getting the TIF money eventually, he would rather get started as soon as possible with needs. Barb presented their list. As soon as we can get the library into compliance with ADA, there is a lot of money (i.e.; grants, matching funds etc) out there for us to apply for. Barb and the trustees will meet with Mr. Cernauske to begin determination of our needs. There was a discussion as to whether or not we should spend money on the old building or just wait until we can demolish and rebuild.

Barb reported that we have a young man who is deaf coming to work as a page. He has in the past worked as a volunteer.

Lianne reported that she is waiting for the phone company to get back to her with the availability of a TTY that is compatible with our phone system.

**Circulation/Technical Services**

During the month of January, Circulation/Technical Services has carried on performing their regular duties. It has been a busy, but unremarkable month.

**Adult Services**

In January, Adult Services continued adding veterans' memories to the Veterans History Project with the Library of Congress. Two more veterans, one from World War II and one from Vietnam were added to our collection. We may start contacting veteran organizations in the area for additional interviews.

We also helped the Maywood Public Library get their own Veterans project started. Heidi and Fidencio brought our recording equipment to Maywood and taught their Adult Services Manager how to operate it and gave her some tips on how to conduct the actual interview. They conducted their first veteran interview in January.

Our outreach to Gottlieb Hospital's Adult Daycare and to the Victory Center at Riverwoods has been hugely successful. We've been checking out about one hundred items per month to these facilities. In February, we'll start visiting the Victory Center twice each month. The residents there are always excited to see "the library people".

## Youth Services

January shaped up to be a busy month for us in the Youth Services department with our circulation up 12% from last year. We were very busy with reference questions this month because of three large school projects. We had 710 in-person, 13 phone, 135 Young Adult, and 5 email questions. There were 210 game computer signups as well. We swapped the non-circulating reference and Spanish sections this month and have already seen a 10% increase in Spanish circulation. The children say it is easier for them to get to the reference books now as well. We are currently weeding the arts and crafts books this month and hope to improve that highly used section. We are also weeding the infrequently used audio kit section. We are going to decide whether or not to keep the section based on how many kits are broken and unusable.

We took a break from our usually hectic programming schedule this month. We only held 7 programs for various age groups with 61 children attending. Our Teen Book Club keeps growing and we had 16 participants this month. We started our weekly Storytime again. This has been slow to pick back up; we are doing a good deal of promotion and hope to get more people in soon. I have written a Toys R Us grant to obtain toys and games in order to expand our Storytime into a playgroup for parents and babies. We hope to create a supportive environment where young families can come together to listen to stories, let the babies play, and get to know each other.

I have also sent out 5 other grants for money to support our Summer Reading Program. I hope to have Jewel sponsor our End of Summer Reading Family Party, have Target sponsor the performers for the young children, and Starbuck sponsor out teen performers. I should here back by April about these grants. I have also applied to TCF bank for funds to purchase Early Literacy Computers. These computers are for 2-8 year olds and have been proven to promote early literacy and computer skills. Our youngest patrons need all the early opportunities we can provide for r them.

Katie Salo and Jennifer Linder will be presenting our new and improved website for the children and teens tonight. After months of research and planning we have finally finished the much-needed updates to our site. We are including many new features and utilizing Library 2.0 technologies. We have added a Flickr account for picture of our programs, a Teen blog space, new book reviews, and so on. In the week this site has been up we have had many compliments on the look and usability of it. We hope you like it as much as we do.

## **VI. Report of Officers and Committees**

- A. Finance, Policy and Personnel Committee - Gustello/Latzke/Cervone/Bonilla-Lopez  
Alaimo
  - Job descriptions were deferred at the request of Trustee Alaimo
- B. Buildings & Grounds Committee - Culotta/ Misasi/Alaimo
  - Has already been discussed in the Director's Report.

C. Attorney - Russell Syracuse

- We have not received a check from Nancy for this month
- There was a question concerning letters to the groups utilizing the library for meetings being moved to the Senior Center. This engendered a brief discussion.

**VI. New Business**

- A. Youth Services Staff Librarians Katie Salo and Jennifer Lindner presented the new website for Kids and Teens. Their presentation was extremely well received. All of the trustees were very impressed. Trustee Alaimo suggested that they ask their library board for an LCD projector.
- B. The system is going to be installing a system wide computer patch on February 26<sup>th</sup>, so the library will be closed early
- C. TTY already discussed.
- D. The snowstorm on Wednesday, February 27, 2008 necessitated closing the library.

**VII. Unfinished Business**

- A. Library Insurance – Tabled until April Meeting
- B. Page Job Descriptions – Tabled until further notice

**IX. Adjournment**

There being no further business, on a motion by Trustee Misasi seconded by Trustee Latzke it was resolved that the regular Meeting of the Board be adjourned at 8:02 p.m.

When the question was called, the following vote resulted:

Alaimo Yea Bonilla-Lopez Yea Cervone Excused Culotta Excused Gustello Yea  
Latzke Yea Misasi Yea

The motion was declared passed.

Respectfully Submitted  
Lianne O'Brien, Administrative Assistant

Approved: Jennifer Bonilla-Lopez  
Secretary