

**Minutes of the Meeting of the Board of Trustees  
Melrose Park Public Library  
June 11, 2007**

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

The meeting of the board of Trustees, Melrose Park Public Library was called to order by Trustee Latzke at 7:24 p.m.

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

**MEMBERS EXCUSED:** Trustees Alaimo and Cervone. President Gustello will arrive late.

**ALSO PRESENT:** Library Director, Barbara Giordano; Attorney, Russell Syracuse; Circulation/Technical Services Manager, Cindy Maiello-Gluecklich; and Administrative Assistant, Lianne O'Brien.

Prior to the start of the meeting, Director Giordano requested that Cindy Maiello-Gluecklich present her report. Ms. Maiello-Gluecklich presented a graphic display of all library statistics for the past years. Printed copies of the report were distributed to the trustees.

Trustee Latzke agreed to start the meeting in President Gustello's absence.

**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 Culotta seconded by Trustee Misasi, it was resolved that the Minutes from May 14, 2007 were approved.

When the question was called, the following vote resulted:

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

The motion was declared passed.

B. Correspondence and Public Comment

None

**IV. Treasurers Report**

A. Approval of Accounts Payable

On a motion by Trustee Culotta and seconded by Trustee Latzke, it was

RESOLVED THAT VOUCHERS NUMBERED **19940** through **19971**, FOR MAY, 2007 IN THE AMOUNT OF **\$18,402.56** BE APPROVED FOR PAYMENT.

When the question was called, the following vote resulted:

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

The resolution was declared passed.

B. Expenditures to Date

There was a brief discussion about expenditures so far this year.

**V. Director's Report**

- The carpet installation has begun, and should be completed by the end of the month.
- The new outdoor signs should be here next week.
- Rewiring and installation of the new server is about half complete. It has been quite an adventure.
- Information on the dedication was presented. Particularly concerning the "Then and Now" exhibit.
- Minimum wage is being increased on July 1, 2007 and again on July 1, 2008 for employees over the age of 18 years.
- President Gustello arrived during the Director's report.

**Circulation/Technical Services**

Circ. and Tech. have had a pretty routine month. Statistics are up across the board, and the painting and the initial day of carpet installation proved to be a challenge. Nonetheless, the staff survived, and the service area has come out looking fresh and lovely.

## **Adult Services**

In May, Adult Reference was busy with lots of preparation work for the June 28 grand renaming of the Melrose Park Library Historical Center. We've ordered the display panels and mat boards for our "Then and Now" project and should have the exhibit completed by mid-June. Heidi and Fidencio rearranged and consolidated much of the historic memorabilia, books and photos to the downstairs room. We've also set up a computer in the historical center to allow visitors to listen to our oral histories. Also related to the oral history project, Julia will be working with Versatile on adding an oral history section to our historic website. This will allow our oral history collection to be accessed through the Internet.

We also completed and submitted on May 10 our 2008 LSTA grant application for digitizing our WWII era Heralds. The final amount requested was the maximum for a library of our size - \$20,300. Thanks to our partners: the Melrose Park Historical Society and the Maywood Public Library and to Larry Green, the Herald's publisher, and to Marielle Lifshitz, the Sun-Times corporate counsel for helping us complete the application. We'll hear about the outcome by September. Not to jinx ourselves, but we're feeling pretty confident this time around.

At the end of May, Fidencio and Margaret attended the 2007 BookExpo America in New York. We met with many different publishers, but particularly concentrated on Spanish language publishers, both the Spanish language divisions of US publishers and with publishers from Latin America and Spain. We found a nice variety of sources for books that are not available from Baker & Taylor. We also attended a number of interesting seminars, including one on how to outreach to Spanish-speaking readers, another one conducted by four different Latin American authors (including Julia Alvarez, Ana Castillo and Michelle Herrera-Mulligan), and one on how librarians can work with publishers on collection development strategies. Margaret also met with Jorge Valdivia. Mr. Valdivia is with the National Museum of Mexican Art in Chicago. He expressed an interest with working with Melrose Park in organizing adult programs here and assisting us with their promotion and with outreach to our Mexican community.

Finally, we've organized two adult programs for the summer. July will see chef Andrew Comens come in and give a dim sum demonstration and in August we'll host Rebecca Hunter. Ms. Hunter is an expert on the Sears Catalog homes, which were popular in the early part of this century. She'll come in and present a lecture on the history of Sears homes and conduct a survey of several neighborhoods in Melrose Park to identify if there are any Sears homes within the village (and we'll also photograph them). We're pretty confident there are some Sears homes in Melrose Park, as towns such as Maywood, Forest Park, Bellwood, Oak Park and River Forest all have identified Sears homes within their boundaries.

## **Youth Services**

During the past month we have had some computer problems. Versatile has been working on them, and we're keeping our fingers crossed. They all seem to be working right now!

Programs for the month of May included Comics Club on May 3<sup>rd</sup> , Magic Tree House on May 7<sup>th</sup>, Mother's Day Crafts on May 9<sup>th</sup> , Chinese Checkers Tournament on May 11<sup>th</sup> , Pirate Party on May 17<sup>th</sup> , and the Teen Book Club on May 23<sup>rd</sup> . All had very good turnouts.

Susie is on maternity leave and will resume a full schedule on July 5<sup>th</sup> . In the interim, she will be here for Volunteer Training on June 9<sup>th</sup>. She has been communicating with the staff on a regular basis via telephone. The staff is working on collection development ideas to present when Susie returns, and has been handling the programming very well on their own.

Youth Services was closed from May 24<sup>th</sup> through May 26<sup>th</sup> for carpet installation. Since the kids were not allowed in the area, it was slow for those couple of days. (as far as the kids were concerned.

The Summer Reading brochures (English & Spanish) have been printed and are ready for distribution. Registration is from June 11<sup>th</sup> through the 16<sup>th</sup>, and the programs run from June 18<sup>th</sup> through July 27<sup>th</sup>. Katie has made a few school visits promoting the program, and the front bulletin board is decorated for Summer Reading. We are in the process of decorating the department.

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

- A. Finance, Policy and Personnel Committee  
Gustello/Latzke/Cervone/Bonilla-Lopez

No Report

- B. Buildings & Grounds Committee

There was a brief discussion of the "lime pit" and the stairs. We are still waiting for staff to be available to do the work.

- C. Attorney  
Russell Syracuse

Another check was received from Nancy Wood (aka Bradford). Following our discussion last month, Mr Syracuse checked into the law. The State only requires that we meet 5 times per year; so we are well in compliance.

There was a discussion about our insurance coverage. Barb and Lianne will be meeting with Arthur J. Gallagher concerning Umbrella coverage for the Library.

## **VII. New Business**

Staff salary increases are at 3%. They will be effective July 1, 2007.

TIF (Tax Increment Financing) District. Final meeting is in August. If approved, we should get some money in about a year. Any monies received must be used for improvements. There was a lot of discussion about different construction issues. There was also a discussion about a possible new school.

**VIII. Unfinished Business**

A. The lime pit and the stairs were discussed.

**IX. Adjournment**

There being no further business, on a motion by Trustee Culotta seconded by Trustee Misasi it was resolved that the regular Meeting of the Board be adjourned at 7:59 p.m.

When the question was called, the following vote resulted:

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

The motion was declared passed.

Respectfully Submitted  
Lianne O'Brien, Administrative Assistant

Approved:   
Secretary