

REGULAR MEETING OF THE RIVERDALE PUBLIC LIBRARY DISTRICT

A regular meeting of the Riverdale Public Library District Board of Trustees was called to order by President Burford at 7:35 P.M. on Monday, July 12, 2010 at the Riverdale Library.

ROLL CALL:

The roll was called as follows: Trustee Avant-Holloway, Present; Trustee Emerson, Present; Trustee Freeman, Absent; Trustee Roberts, Present; Trustee Washington, Absent; President Burford, Present. There was a quorum present to conduct business.

Also present were Adelle Swanson, Arlene Mallek, Brett Shelton, and Kristy Dixon as a member of the public.

MINUTES:

The minutes from the regular meeting of Monday, June 28, 2010 were approved as distributed and placed on file for audit.

COMMUNICATIONS:

Library Law: Is Your Library Website a Public Forum. This communication was accepted and placed on file for audit.

There were no requests for reimbursements.

Susan Avant-Holloway and Bill Burford are planning to attend the Retirement Luncheon for Adelle Swanson on July 20, 2010.

TREASURER'S REPORT:

The Treasurer's report was presented by Trustee Avant-Holloway and Mr. Shelton. Trustee Roberts MOVED That the Library pay bills in the amount of \$1,421.22. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 2 Absent. The bills will be paid and the report filed for audit.

LIBRARIAN'S REPORT:

The Librarian's report was presented by Adelle Swanson. The Librarian's report was accepted and placed on file for audit.

MISCELLANEOUS ACTIONS:

Draft of Cook County Levy Edit report verified; All welcome to the Circulation Department meeting on July 16th at 9:30 A.M.

REPORTS OF COMMITTEES AND OFFICERS:

Mission Statement Committee: Adelle Swanson was asked if she would e-mail Trustee Washington to ascertain if there could be a meeting on Friday, July 16th in the afternoon.

There are 12 applicants for the Administrative Librarian position.

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REPORTS OF COMMITTEES AND OFFICERS – CONT.

There was only one written response regarding the open position on the Library Board of Trustees. Trustee Roberts MOVED That the Board appoint Kristy Dixon to fill the position of Library Trustee until April 30, 2011 following the Consolidated Election. The motion was seconded and carried on a roll call vote of 4 Ayes, 0 Nays, and 2 Absent. Kristy Dixon was sworn in as a Library Trustee and seated immediately on the Library Board.

The Resolution thanking Katrina Burns for her service on the Board from 2003-2010 was read and the resolution is to be included in the record of the meeting.

Trustee Dixon MOVED That the Audit of the Secretary Report be accepted and placed on file. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The Audit of the Secretary will be attached to the State Library report (IPLAR).

UNFINISHED BUSINESS:

Roofing construction update: Arlene distributed a sheet listing vendors used by the Library showing the location of their facilities. Many of the vendors have a relationship with the Library covering 15 or more years.

NEW BUSINESS:

Trustee Avant-Holloway MOVED That the Board approve the Technology Plan 2010-2013. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The Plan will be included in the Per Capita Grant application.

Trustee Roberts MOVED That the Board approve the list of Library closing dates for 2011. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The list will be forwarded to SWAN and posted at the Village, on the Library web site, and in the Library for the public.

Trustee Emerson MOVED That the Board adopt IMRF Resolution 2011-01 to Include Compensation Paid Under an Internal Revenue Code Section 125 Plan as IMRF Earnings. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The Resolution will be forwarded to IMRF and posted for the public.

Trustee Avant-Holloway MOVED That the Board adopt Ordinance 2011-01 Providing for the Execution of an Intergovernmental Agreement Establishing The System Wide Automated Network (“SWAN”) and Authorizing Membership in SWAN. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The Ordinance will be forwarded to the Metropolitan Library System and posted for the public.

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NEW BUSINESS- CONT.

Trustee Dixon MOVED That the Board adopt Ordinance 2011-02 Concurring in the Recommendation of the Metropolitan Library System to Repeal the Existing System Wide automated Network Full Participation Agreement. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. The Ordinance will be forwarded to Metropolitan Library System and posted for the Public.

Review from Carley presentation:

- Review of posting of Library Trustees – approved as listed
- Review of Hearing Procedures Policy – approved as reviewed
- Review of Library Complaint Form – approved as reviewed
- Review of incident reports 2008 to date – none of the policy related incidents were deemed worthy of any changes in policy
- Review elements of the computer policies – see changes to be used for review of policies
 - what can be plugged in: laptops (first priority) and cell phones; 6 outlets are available to the public in the lab; no outlets are available in the main part of the Library
 - Closing notice to computer users at 25 minutes before closing
 - WIFI users as well as computer users are to exit the lab 15 minutes before closing
 - Warnings:
 - Approach the customer first unless a matter of pornography
 - Pcode status will show up to 2 warnings in the notes field of the Library card data; a 3rd warning will prompt a 6 month suspension; add a notice to remind users to protect their personal data when using computers in a public area
 - There will be no warnings for viewing pornography. The session will be terminated and there will be an automatic 6 month suspension of privileges
 - A user with suspended privileges must be advised of their rights to a pre-depravation hearing with the Administrative Staff and a post-depravation hearing with the Library Board

Trustee Roberts MOVED That the Board send a letter to Ms. Carley indicating the review of the above policies and hopes for improved understanding and implementation of the Library policies as adopted by the Board. The motion was seconded and carried on a roll call vote of 5 Ayes, 0 Nays, and 2 Absent. Adelle Swanson will send a letter to Ms. Carley detailing any changes in the policies and procedures as a result of her complaint.

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ANNOUNCEMENTS:

Public Hearing on the Budget and Appropriations tentative figures on Monday, August 9, 2010 at 7:15 P.M.

Next regular Board Meeting: Monday, August 9, 2010 at 7:30 P.M.

Budget and Appropriation
 Estimate of Revenues
 12 Month Expenditures

ADJOURNMENT:

President Burford adjourned the meeting at 9:53 P.M.

Trustee	Bills	Trustee Unstall	Audit Secy.	Tech Plan	Close. Dates	Res. 2011-01
Avant-Holloway	Aye	Aye	Aye	Aye	Aye	Aye
Dixon			Aye	Aye	Aye	Aye
Emerson	Aye	Aye	Aye	Aye	Aye	Aye
Freeman	Absent	Absent	Absent	Absent	Absent	Absent
Roberts	Aye	Aye	Aye	Aye	Aye	Aye
Washington	Absent	Absent	Absent	Absent	Absent	Absent
Burford	Aye	Aye	Aye	Aye	Aye	Aye

Trustee	Ord. 2011-01	Ord. 2011-02	Review. Carley			
Avant-Holloway	Aye	Aye	Aye			
Dixon	Aye	Aye	Aye			
Emerson	Aye	Aye	Aye			
Freeman	Absent	Absent	Absent			
Roberts	Aye	Aye	Aye			
Washington	Absent	Absent	Absent			
Burford	Aye	Aye	Aye			

SIGNED _____ DATE _____

Maurice Roberts, Secretary