

- I. CALL TO ORDER AND ROLL CALL: The Board of Trustees of the Wheaton Public Library held its regular monthly meeting on Monday, May 17, 2010, in the Library Board Room. The meeting was called to order at 7:37 p.m. by the President, Colleen McLaughlin. Members present at roll call were: Mr. Armstrong, Mrs. Kienzle, Mr. Kyle, Ms. McLaughlin, Mrs. Peterson, Mr. Redlich and Mrs. Slater. Ms. Grabowski entered the meeting at 7:40 p.m. and Mrs. Honeywell at 7:54 p.m. Both had gone to City Hall to attend the Good Citizen Award presentation to former long-time Board member and officer, Joan Reuss. Mrs. Sarah Meisels, Library Director, and Mrs. Carolyn DeAre, Assistant Library Director, were also present. Ms. McLaughlin appointed Mr. Redlich Secretary Pro Tem.
- II. Citizens to be Heard: Mr. Mark Kmiecik, 607 S. Hazelton, attended the meeting. He said his wife and children use the library a lot – it is a nice place.
- III. Minutes of the April 19, 2010 Board Meeting: Mrs. Kienzle moved and Mrs. Slater seconded that the minutes of the regular Board meeting of April 19, 2010 be approved.

Roll Call Vote

Ayes: Mr. Armstrong
Ms. Grabowski
Mrs. Kienzle
Mr. Kyle
Ms. McLaughlin
Mrs. Peterson
Mr. Redlich
Mrs. Slater

Nays: None

Absent: Mrs. Honeywell

Motion Carried Unanimously

- IV. Treasurer's Report for April 2010 and Bill Listing for May 2010 Payment: Mrs. Meisels briefly reviewed the Library's end-of-year position. The Bill Listing for May payment is approximately \$33,795.54; however, about \$25,000 worth of bills were for items ordered and received by the end of April, and those will be back-charged to FY 2009 – 2010, which is the correct accounting practice used by the City of Wheaton. Mr. Redlich moved and Mr. Kyle seconded that the Treasurer's Report for April 2010 and the Bill Listing for May 2010 payment, including the supplemental bill listing, be approved.

Roll Call Vote

Ayes: Mr. Armstrong
Ms. Grabowski
Mrs. Kienzle
Mr. Kyle
Ms. McLaughlin
Mrs. Peterson
Mr. Redlich
Mrs. Slater

Nays: None
Absent: Mrs. Honeywell

Motion Carried Unanimously

- V. Library Director's Report for April 2010: It was a good month with circulation at 95,218 and the Gate Count at 48,402. The number of holds continues to increase, as more people rely on the library for their good reads. This month it jumped 19%. Remote use of the reference database searches increased by 43%. Kate Mallon met with the Volunteer Coordinator from World Relief, and on the 29th, she gave a tour to 6 World Relief ESL students, along with 2 teachers. Trio Caprice, a Friends concert, drew an appreciative audience of 120 on April 11th. Three programs were presented as part of Money Smart Week 2010 during the week of the 17th to the 24th. Kathy Reuter with the University of Illinois Extension Service presented: "Protect Your Identity and Your Money." Reference staffer Ben Wagoner presented a program on how to Save Money Using Craigslist, and Kate Mallon did a hands-on session on Using Library Databases for Investment Advice. This month's movie, "Dreamer, Inspired by a True Story," drew a crowd of 62 adults, and 61 attended "Vegetable Garden Design: Beyond the Straight and Narrow," presented by Master Gardener Pat Kosmach. Dawn Kovacs attended the Innovative Users Group conference in Chicago, which she reports was excellent – lots of new methods and ideas. Storytime attendance totaled 1,007 during 4 weeks. Attendance at Reading with Rover was 65, and a Nature-Telling program for ages 2 – 5 years featured a nature-themed story having to do with April flowers and showers. A total of 53 Museum Adventure passes were distributed to Wheaton Library users this month.
- VI. Communications: A participant in Beth Rupert's Homebound Service sent a very nice note of appreciation, which Mrs. Meisels read to Board members. Children's Department Head, Janet Dumas received a letter of appreciation from parents whose daughter is enrolled in the Reading with Rover program. There has been a "huge increase in her reading speed and enthusiasm for reading. Her grades have also gone up. We credit a lot of this to your program. Her love for animals made this fun for her...Thanks to a fantastic public library, we have seen our daughter blossom this year." There was also a note from a resident who was concerned about possible cuts in library hours.
- VII. Friends of the Library Report: Mrs. DeAre reported that the Annual Meeting of the Friends of the Library was held on May 13th with about 55 in attendance. The annual election of officers was held, with the same officers for the past year elected to serve for another year. The entertainment was the Windy City Harmonica Club, always very entertaining and well received. The Garden Day sale is scheduled for Saturday, May 22nd. Donations of plants and accessories will be accepted all day on Friday. During the last fiscal year, the Friends donated \$25,000 to the Library for special purposes.
- VIII. Unfinished Business:
- A. FY 2010 – 2011 Budget Issues: Report of the Finance Committee: Options: Ms. McLaughlin reported on the Finance Committee meeting that was held before the regular Board meeting. It appears to be certain that our tax revenues will be cut back to \$3,100,000, which can only be met by cutting our service hours. She reported that members of the Finance Committee had much discussion as to alternatives, such as opening one hour later during the week, which would not make up for the cut, or doing that combined with limited hours on Friday, which it was felt would not be very productive, but would be confusing to the public. The consensus was to close all day on Fridays and for the full-time library staff to take 26 furlough

days, which would amount to a 10% reduction in salaries. A fragmented schedule would not be fair to employees. It would amount to making them work fewer hours, but to come in more often. Cutting staff was not deemed a viable option. Referring to the comparison material involving 16 other area libraries, Ms. McLaughlin pointed out that in staffing, we are well below our neighboring libraries that have smaller buildings and less population. Basic services would be severely impacted. The Finance Committee believed it was more important to be able to offer full services during the many hours that the library will remain open.

Mr. Kyle pointed out that the Library's tax revenues have been cut 16% in two years. City departments have not had comparable cuts. City employees are receiving raises. Mr. Kyle mentioned that if you look at the City's layoffs, a lot of the positions were vacant or inessential. Mrs. DeAre pointed out that if building has slowed down, you don't need many building inspectors, as an example. Library usage has not slowed down. It increases during bad economic times. Mrs. Meisels pointed out that we have not increased full-time staff, even though the building went from 72,000 sq. ft. to 124,500 sq. ft. Our operating budget did not increase, so we did not add staff. We have never had a lot of money and have always operated lean.

Ms. McLaughlin stated that we are already closed on Friday evenings, and that Friday is typically the least busy weekday. Mrs. Meisels said that children's Friday morning programs would be switched to other weekday hours, so that all could still participate. Ms. McLaughlin stated that as the year went along we would continue to monitor the situation to see how we are turning out. According to City budget guidelines, Mr. Kyle has called it to the attention of the Finance Committee, the various City departments are supposed to carry forward one month's operating costs to cover the month of May, since tax receipts for the new fiscal year do not come in until June. He felt if we were careful, it should work out for the library to do that for FY 2011 – 2012, since we have been able to bring forward a good balance this year.

Mrs. Honeywell moved and Mr. Kyle seconded to close the library all day on Fridays beginning June 4th and for the full-time staff to take 26 furlough days a fiscal year, which amounts to a 10% cut in pay in order to balance the budget because of City-imposed budget cuts.

Roll Call Vote

Ayes: Mr. Armstrong
Mrs. Honeywell
Mr. Kyle
Ms. McLaughlin
Mrs. Peterson
Mr. Redlich

Nays: Ms. Grabowski
Mrs. Kienzle
Mrs. Slater

Absent: None

Motion Carried

Emphasis will be placed in our Newsletter that we shall offer full service during open hours.

Mrs. Kienzle stated that a number of people had talked to her and expressed concern about the possibility of the library closing. Mrs. Slater said that she saw this happen when they lived in England. Closings started out in a small way and then continued for a number of years until there were only a few opening hours left. Mrs. Meisels stated it was heartbreaking to reduce hours, but the library cannot continue as usual given the size of our cuts.

IX. New Business:

- A. Appointment of Nominating Committee for June 2010 Election of Officers: Ms. McLaughlin appointed Mrs. Honeywell, Mrs. Kienzle and Mrs. Slater to the Nominating Committee for the June 2010 Election of Officers, with Mrs. Kienzle to serve as Chair. Ms. McLaughlin is a member ex officio of the committee, as well. Mrs. Kienzle will set up a meeting. Nominees need to consent to serve in advance.
- B. Non-Resident Library Card Participation Form of IL Public Law 92-0166: The Library Board is required to consent to selling non-resident library cards annually and to file a consent form with the DuPage Library System. We have for many years sold non-resident library cards, assessing the fee on the tax bill method. The non-resident brings in his tax bill and we apply the library tax rate to determine the fee based on the property's valuation. This is an acceptable practice to the State and fair to our own taxpayers. The non-resident pays a fee commensurate with what would be charged if the property were located in Wheaton. Mr. Kyle moved to continue participation on the current basis, and Mrs. Slater seconded the motion.

Roll Call Vote

Ayes: Mr. Armstrong
Ms. Grabowski
Mrs. Honeywell
Mrs. Kienzle
Mr. Kyle
Ms. McLaughlin
Mrs. Peterson
Mr. Redlich
Mrs. Slater

Nays: None

Absent: None

Motion Carried Unanimously

- C. Round the Table: Mrs. Honeywell reported that she had attended the presentation at City Hall held earlier this evening, during which Mrs. Reuss was given a Good Citizen Award. Mrs. McLaughlin, Mr. Kyle and Mrs. Meisels will collaborate on the necessary press releases and handouts in order to inform the public about the reduced hours. Mr. Kyle said we should emphasize that we were already cut in FY 2009 – 2010; this is the second round. Mr. Armstrong stated the City confused service cuts and cuts in hours; they are not the same. All services are still to be provided during opening hours. Children's Friday storytimes are being offered other weekdays, for example.

- X. Adjournment: There being no further business of the Library Board of Trustees, Mr. Armstrong moved and Mrs. Peterson seconded that the meeting be adjourned.

Roll Call Vote

Ayes: Mr. Armstrong
Ms. Grabowski
Mrs. Honeywell
Mrs. Kienzle
Mr. Kyle
Ms. McLaughlin
Mrs. Peterson
Mr. Redlich
Mrs. Slater

Nays: None

Absent: None

Motion Carried Unanimously at 8:34 p.m.

Respectfully Submitted,

Mike Redlich
Secretary Pro Tem