

MINUTES
OF THE REGULAR MEETING OF THE PLANNING AND OPERATIONS COMMITTEE
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
JUNE 8, 2010 AT 7:20 P.M. IN THE THIRD FLOOR MEETING ROOM

ROLL CALL:

PRESENT: Patricia Lofthouse, Chair; Anthony Borrelli, Shlomo Crandus, Margaret Harrison, Dorothy Hynous, Library Board; Janet Van De Carr, Library Director; Linda Egebrecht, Library staff.

ABSENT: None

Approval of Minutes

Ms. Hynous made a

MOTION: To approve the minutes for the Planning and Operations Committee meeting held May 11, 2010.

Mr. Crandus SECONDED the motion.

MOTION PASSED UNANIMOUSLY.

Post Office Mural Grant Applications

The Committee discussed the Post Office mural grant applications. Mrs. Lofthouse has been very busy with contacts including Julie Bachrach of the Chicago Park District and Gary Johnson, President of the Chicago Historical Society. Additionally, Mrs. Lofthouse has been researching the Indian Boundary Line along Maywood and the Des Plaines River; touching the property of Alberto Culver. The Schiller Park Library and Franklin Park Library have had some events around the Indian Boundary Line. Mrs. Van de Carr has contacted the Illinois Preservation Society asking for an extension on the funds we have received. Mr. Hansen, trustee from Maywood Public Library, will be invited to join the Committee meeting in July.

Technology Plan

The Committee reviewed the Technology Plan per the requirement of the Per Capita Grant application. Dr. Borrelli commented on how nicely the vision statement is echoed throughout the goals of the plan. He also suggested adding research detail to the Library website. The Committee discussed the use of hardware i.e. Kindles for use in the Library, keeping the focus on trying these items in the Library. Mrs. Lofthouse suggested a Library program on using such players, not as a marketing event but as an informational session for people to become more informed about their options. Mrs. Van De Carr stated that the Library is going to host a Technology Fair in September and is looking to partner with Best Buy to bring devices for people to try. Assisting people with new technology fits within the mission of the Library. Mrs. Van De Carr informed the Committee that staff has been discussing the need to be more consistent in sending messages and newsletters from the new website. This will occur now that staff is more comfortable with the website and Mrs. Van De Carr has conducted all of the training sessions.

Policy Review – Funding and Community Advisors

Two policies were reviewed by the Committee: the Library Fund and Community Advisors. After some discussion, it was decided this topic will be reviewed again next month to develop some financial details and see how the financial patterns have developed over the last few years. There is some discussion that the next tax bills may not be going out until January 2011. Most libraries have held four months of operating expenses in reserve, a few have held six months, but moving forward the Committee and Board may be discussing holding reserves equal to a year's worth of operating expenses in the Library Fund.

The Committee discussed several points of the Community Advisors policy. Mrs. Van De Carr will be revising the items discussed and bring it to the next Committee meeting for approval.

Other

Mr. Crandus verified that enough people will be available for the Nominating Committee meeting, which needs to be held before the July Board meeting.

Mr. Crandus summarized the meeting that he and Mrs. Van De Carr had with the Mayor on Monday evening. They discussed issues regarding the Library and the recent City Council budget meetings. They did clarify that the Library's budget is stable for this year and will not return to the table for discussion until next year.

Mrs. Van De Carr updated the Committee on her research for inter-Library loan options. There are several companies who are interested in working with NSLS (North Suburban Library System) public libraries and could provide the service at a cost that is less than that incurred by NSLS. She will update the Committee in July with options discussed with the additional companies. The goal is that the inter-Library loan Committee will have some solid options by the end of the summer.

Adjournment: 8:42 p.m.