



**ABSENT: None ABSTAIN: None**  
**MOTION CARRIED**

Approval of the Minutes of the November 9, 2010 Policy Committee Meeting: Hubbard moved the minutes be approved. Wagner seconded the motion.

**AYES: Hippensteel NAYS: None**  
**Hubbard**  
**Kosek**  
**McCleary**  
**Seddon**  
**Wagner**

**ABSENT: None ABSTAIN: None**  
**MOTION CARRIED**

Report of the Board President: Kosek reported he spoke to Hill several times over the past month.

Committee Reports:

- Finance Committee: Hill stated the committee would need to meet after the New Year.
- Policy Committee: Hubbard reported the committee met on December 4 to review the policies listed under the New Business portion of the agenda.
- Building Committee: None.

Report of the Treasurer: Wagner reported the fund balance was \$1,597,867.89. Wagner stated he reviewed the bills and all was in order.

Approval of the December Bill Listing FY 2010-2011 in the amount of \$44,477.22: Wagner moved to approve the bill listing in the amount of \$44,477.22. McCleary seconded the motion.

**ROLL CALL VOTE:**  
**AYES: Hippensteel NAYS: None**  
**Hubbard**  
**Kosek**  
**McCleary**  
**Seddon**  
**Wagner**

**ABSENT: None ABSTAIN: None**  
**MOTION CARRIED**

Report of LINC Representative: Hubbard indicated there was no meeting in December. Hubbard stated the LINC budget was under the New Business portion of the agenda for approval.

DLS System News: Hill reported Tim Jarzemsky from the Bloomingdale Public Library was appointed to the DLS van delivery committee. Wagner indicated he would be visiting the library systems in the northern part of the state in order to prepare the Facilities and Operations subcommittee's recommendation for the systems merger.

Report of the Friends of the Library Liaison: Seddon indicated he was willing to take on the role of Friends of the Library Liaison. Wagner stated he could be the back up to the Liaison.

Report of Gifts and Program Sponsorships: The Gift and Program Sponsorship Report was included in each Trustee's packet.

Correspondence: There was discussion on two items of correspondence.

Letters to Departing Staff Members & Thank You Letters: None.

Assistant Director's Report: Birmingham reported the patron count for November was 20,404. Birmingham reported he completed and submitted LTA Intern, Oo Thein Maun's evaluation. Birmingham indicated the call for content for the February, March, and April *Resource* had gone out. Birmingham passed around the November schedule of programs for adults.

Library Director's Report:

Building:

- Hill reported Birmingham scheduled a meeting with OEC Business Interiors for the following week to discuss the first floor redesign.
- Hill indicated the high school collection would be moved to existing shelving and the tall stack on the east side of the first floor could be removed. Hill stated it has yet to be determined if the existing shelving could be used in the Technology Center.
- Hill reported she met with a volunteer who was interested in assisting in the improvement of the landscaping and beautification of the Library grounds.

Staff:

- Hill stated the Web Content Assistant position was still posted.
- Hill indicated the Solution Squad coordinated the staff Holiday Party and special note should be made to the contributions of Karen Marnell and Mona Polanek.

Services:

- Hill reported Readers Advisory staff met with staff from the Helen Plum Memorial Library to discuss next year's "Two Towns and a Book" program.
- Hill reiterated Tim Jarzemsky from the Bloomingdale Public Library had been appointed to the van delivery committee.

Friends:

- Hill indicated the "wish list" would be presented to the Friends of the Library at their January 5 Board Meeting. Hill stated a check presentation would be made at their January 12 General Meeting which would also feature their Scrabble night.

Unfinished Business: None

New Business:

Library Trustee Vacancy: Wagner moved to approve Ghada Fahmy's application to fill the Library Trustee Vacancy. McCleary seconded the motion. After some discussion, a call to question was made by McCleary. A roll call vote was taken on the call to question.

**ROLL CALL VOTE:**

**AYES:**                      **Hippensteel**                                      **NAYS:**              **None**  
   **Hubbard**  
   **Kosek**

**McCleary  
Seddon  
Wagner**

**ABSENT: None ABSTAIN: None**  
**MOTION CARRIED**

A Roll Call vote was taken to approve Ghada Fahmy's application to fill the Library Trustee Vacancy.

**ROLL CALL VOTE:**

**AYES: Hippensteel NAYS: None**  
**Hubbard**  
**Kosek**  
**McCleary**  
**Seddon**  
**Wagner**

**ABSENT: None ABSTAIN: None**  
**MOTION CARRIED**

Library Board Timeframes 2011: The Library Board Timeframes 2011 was provided to the Trustees for their information.

Library Closings 2011: There was some discussion on the Library Closings 2011.

Policies:

Policy 216, Board of Trustees; Code of Conduct: Wagner moved to approve Policy 216, Board of Trustees, Code of Conduct. Hubbard seconded the motion.

**AYES: Hippensteel NAYS: None**  
**Hubbard**  
**Kosek**  
**McCleary**  
**Seddon**  
**Wagner**

**ABSENT: None ABSTAIN: None**  
**After some discussion the MOTION CARRIED**

Policy 447, Personnel: Family and Medical Leave (FML): McCleary moved to approve Policy 447, Personnel: Family and Medical Leave (FML). Hubbard seconded the motion.

**AYES: Hippensteel NAYS: None**  
**Hubbard**  
**Kosek**  
**McCleary**  
**Seddon**  
**Wagner**

**ABSENT: None ABSTAIN: None**  
**After some discussion the MOTION CARRIED**

Policy 478, Personnel: Expense Reimbursement: McCleary moved to approve Policy 478  
Personnel: Expense Reimbursement. Wagner seconded the motion.

**AYES:** Hippensteel  
Hubbard  
Kosek  
McCleary  
Seddon  
Wagner

**NAYS:** None

**ABSENT:** None

**ABSTAIN:** None

**After some discussion the MOTION CARRIED**

Policy 479, Personnel: Statement of Economic Interests: McCleary moved to delete Policy 479,  
Personnel: Statement of Economic Interests. Hubbard seconded the motion.

**AYES:** Hippensteel  
Hubbard  
Kosek  
McCleary  
Seddon  
Wagner

**NAYS:** None

**ABSENT:** None

**ABSTAIN:** None

**After some discussion the MOTION CARRIED**

Policy 480, Personnel: Use of Electronic and Telephone Equipment: McCleary moved to approve  
the revision to Policy 480, Personnel: Use of Electronic and Telephone Equipment. Wagner  
seconded the motion.

**AYES:** Hippensteel  
Hubbard  
Kosek  
McCleary  
Seddon  
Wagner

**NAYS:** None

**ABSENT:** None

**ABSTAIN:** None

**After some discussion the MOTION CARRIED**

Policy 731, Circulation: Schedule of Fines and Fees: McCleary moved to approve the revisions to  
Policy 731, Circulation: Schedule of Fines and Fees as of January 1, 2011. Wagner seconded the  
motion.

**AYES:** Hippensteel  
Hubbard  
Kosek  
McCleary  
Seddon  
Wagner

**NAYS:** None

**ABSENT:** None

**ABSTAIN:** None

**After some discussion the MOTION CARRIED**

Policy 753, Circulation: Delinquency above \$5.00: Hubbard moved to approve the revisions to Policy 753, Circulation: Delinquency above \$5.00. McCleary seconded the motion.

**AYES:** Hippensteel  
Hubbard  
Kosek  
McCleary  
Seddon  
Wagner

**NAYS:** None

**ABSENT:** None

**ABSTAIN:** None

**After some discussion the MOTION CARRIED**

Interior Design Proposals: There was discussion on the two interior design proposals presented to the Board. Hill indicated she and Birmingham would explore additional options and bring back options to January’s regular meeting.

Resolution Honoring Ruth Speder: Wagner moved to approve the Resolution Honoring Ruth Speder. McCleary seconded the motion.

**AYES:** Hippensteel  
Hubbard  
Kosek  
McCleary  
Seddon  
Wagner

**NAYS:** None

**ABSENT:** None

**ABSTAIN:** None

**After some discussion the MOTION CARRIED as corrected.**

LINC budget fiscal year 2011 – 2012: Hubbard moved to approve the LINC budget fiscal year 2011 – 2012 as presented. Wagner seconded the motion.

**AYES:** Hippensteel  
Hubbard  
Kosek  
McCleary  
Seddon  
Wagner

**NAYS:** None

**ABSENT:** None

**ABSTAIN:** None

**After some discussion the MOTION CARRIED**

Executive Session: Personnel Matters:

McCleary moved the Board go into Executive Session. Hubbard seconded the motion.

**ROLL CALL VOTE:**

**AYES:** Hubbard  
Hippensteel  
Kosek  
McCleary  
Seddon  
Wagner

**NAYS:** None

**ABSENT: None ABSTAIN: None**

**MOTION CARRIED**

The Board went into Executive Session at 8:41 p.m.

Wagner moved the Board come out of Executive Session. Hubbard seconded the motion.

**ROLL CALL VOTE:**

**AYES: Hubbard NAYS: None**  
**Hippensteel**  
**Kosek**  
**McCleary**  
**Seddon**  
**Wagner**

**ABSENT: None ABSTAIN: None**

**MOTION CARRIED**

The Board came out of Executive Session at 8:49 p.m.

Planning for Future Meetings: The next regular meeting was rescheduled for January 26, 2011 at 7:30 p.m.

Around the Table: Hubbard wished everyone a Merry Christmas. Hippensteel wished everyone Happy Holidays. McCleary stated he was having rotator cuff surgery on Tuesday, December 21. Hill indicated she had not received the budget worksheets but would work on a draft of the budget to send to Village Hall. Seddon wished everyone a Merry Christmas and reported the Village Manager position had received applications from several good candidates. Birmingham wished everyone Happy Holidays. Kosek reported he was retiring from his job on December 29.

Adjournment: McCleary moved the meeting be adjourned. Hubbard seconded the motion.

**AYES: Hubbard NAYS: None**  
**Hippensteel**  
**Kosek**  
**McCleary**  
**Seddon**  
**Wagner**

**ABSENT: None ABSTAIN: None**

**MOTION CARRIED**

The meeting of the Board of Trustees of the Villa Park Public Library was adjourned at 8:55 p.m.

Approved,

Sean Birmingham  
Recording Secretary