

**MINUTES FOR THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES
OF THE VILLAGE OF CAROL STREAM**

**Carol Stream Public Library
616 Hiawatha Drive
Carol Stream, IL 60188**

DATE: June 15, 2011

TIME: 7:30 p.m.

PLACE: Library Discovery Room

I. CALL TO ORDER

President Douglas called the Regular Meeting of the Board of Library Trustees to order at 7:30 p.m.

PLEDGE TO THE FLAG

President Douglas led those in attendance in the Pledge of Allegiance to the Flag.

II. ROLL CALL

Secretary Hudspeath called the roll.

Present: Trustees DeRango, Jeffrey, Wade, Arends, Hudspeath, and Douglas

Absent: Trustee Bailey

Also Present: Library Director Ann Kennedy, Assistant Director Pam Leffler

III. PUBLIC PARTICIPATION

No one from the public chose to address the Board

ADOPTION OF CONSENT AGENDA

Trustee Hudspeath moved and Trustee Wade seconded to establish a consent agenda for the Regular Meeting of June 15, 2011. Motion carried.

Ayes 6 Trustees DeRango, Jeffrey, Wade, Arends, Hudspeath, and Douglas

Nays 0 None

Absent or

Not Voting 1 Trustee Bailey (absent)

Trustee Wade moved and Trustee Hudspeath seconded to put the following items on the Consent Agenda for the Meeting. Motion carried.

Ayes 6 Trustees DeRango, Jeffrey, Wade, Arends, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 1 Trustee Bailey (absent)

- A. Receive Monthly Report of the Treasurer for the period ending May 31, 2011**
- B. Approve Recommendation, Re: Resolution #252, Prevailing Wage Act Determination**
- C. Receive Annual Report of the Library Director**
- D. Receive Committee Appointments**
- E. Receive Monthly Report of the Library Director**
- F. Receive Monthly Staff Reports**
- G. Receive Report of the Library Systems**
- H. Receive Report of the MAGIC Consortium**
- I. Receive Report of the Friends of the Library**

Trustee Hudspeath moved and Trustee Wade seconded to approve the Consent Agenda for this Meeting by omnibus vote. Motion carried.

Ayes 6 Trustees DeRango, Jeffrey, Wade, Arends, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 1 Trustee Bailey (absent)

The following is a detailed description of various items placed on the Consent Agenda:

Report of the Library Director

The Library Director announced that the Summer Reading Program started June 6. As of June 15 there were over 850 registrations in the Youth Services Department and 155 in the Adult Department.

Staff members celebrating employment anniversaries in June are: Mary Clemens – 17 years, Margo Quaintance – 5 years, John Steadman – 5 years, Shilpa Shah – 3 years, and Pat Danbom – 2 years.

Regular Meeting

IV. APPROVAL OF MINUTES

A. Minutes of Regular Meeting of May 18, 2011

Trustee Wade moved and Trustee DeRango seconded to approve the Minutes of the Regular Meeting of May 18, 2011 with corrections submitted by Trustee Wade. Motion carried.

Ayes 6 Trustees DeRango, Jeffrey, Wade, Arends, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 1 Trustee Bailey (absent)

Discussion:

Trustee Hudspeath asked if the suggested corrections made by Trustee Wade were a result of his listening to the recording of the meeting. Trustee Wade stated that the corrections were from his notes which he read at the meeting. President Douglas stated that as the discussion being amended was between himself and Trustee Wade, he is OK with the requested changes.

VI. COMMITTEE REPORTS

A. Finance Committee

No Report

B. Human Resources Committee

1. Recommendation, Re: Employee Anniversary Recognition

Trustee Wade moved and Trustee Hudspeath seconded that books be dedicated in the collection to John Steadman in recognition of his 5th employment anniversary and to Margo Quaintance in recognition of her 5th employment anniversary and in gratitude for their years of service to the Library and the community. Motion carried.

Ayes 6 Trustees DeRango, Jeffrey, Wade, Arends, Hudspeath, and Douglas

Nays 0 None

Absent or

Not Voting 1 Trustee Bailey (absent)

President Douglas presented a framed certificate to Margo Quaintance and thanked her for her service to the Library and Community.

C. Facilities Committee

No Report

VII. UNFINISHED BUSINESS

Trustee Wade asked to address the Board concerning the Statement by Management Staff that was read at the May 18, 2011 Board meeting. He asked Director Kennedy who wrote the Statement. Director Kennedy responded that it was written by Mary Clemens, Head of Circulation Services, and signed by all of the Department Heads. Trustee Wade asked when the Statement was written. Director Kennedy stated that she did not know exactly when it was written. President Douglas stated that he received the Statement the day before the May meeting.

Trustee Wade then read the following statement:

“The first question from the staff :

Question 1 : As Managers, how do we tell our new library page who started last week, or our staff members who have been awarded merit increases that the board changed its mind?

Lets look at the timeline.

At 5pm, April 20th, the day of the board meeting:

- 1.) There was no approval to advertise or hire 3 new personel.*
- 2.) There was no approval to change the merit increase of 3% passed by this board in March 2011 to a higher merit award level of 4%.*
- 3.) There was no approval of resolution 249 to spend an extra \$100,000 above the authorized budget expenditures approved and voted on by this board in March 2010 and then amended by this board in November 2010.*

Then:

- 1.) According to the April 20th, Minutes, Director Kennedy and President Douglas stated in section VI A 2, for the approval of a new page and clerk, that the new board could vote to eliminate all new positions. Then stated the ad for the new positions would be posted the next day.*
- 2.) Further in the minutes on April 20th, Section VI A 1, regarding the addition of a full time librarian in Adult services, Trustee Wade asked when would the advertisement for the new position go into effect and how long would it be posted for? Director Kennedy stated the ad would be posted the next day and would be posted for one month.*
- 3.) The Director was informed on April 22, two days after the meeting and 2 weeks before the page was hired that these rescind motions were requested to be on the agenda. With these 3 pieces of knowledge, I find it outrageous of this staff to place blame on the board's actions when it was the staff who continued to advertise for a page position and actually hired a new page when the staff was notified during the April meeting these positions might be voted down by the new board and rescind motions were being placed on the agenda weeks before the page was hired.*

Question 2: As employees, how can we continue to act in good faith when one month's decision can be voided the next?

- 1.) I heard no statement of complaint or fears coming from this staff when this board changed its mind to offer a 4% merit increases in April instead of the 3% passed in March.*
- 2.) The staff made no statement of concern to this board when the board changed its mind to increase spending by over \$100,000 dollars than what was approved by the board originally.*
- 3.) The staff made statements when the board changed their minds on the budget and added 3 new employees. They just stayed silent.*

Further, the Director never communicated any concerns to me. In fact, I have an email to President Douglas from the Director on Friday April 22 stating , " I will incorporate Trustee Wade's request unless there is a reason why I shouldn't.

The staff statement also says, The staff proudly accepts the responsibility of being the public face of the Board's actions as we trust that their decisions are made after thoughtful deliberation and due diligence in examining an issue in consideration of what is best for the library.

This is an excellent statement by Librarians who get paid by the library and should at all times do their best, but that is not my responsibility as a Trustee. Trustees do not work for the library. I was elected by the community to provide financial oversight that reflects the current economic conditions in the community, sustain library services in a prudent fashion, and represent the taxpayers who placed their trust in me to represent their viewpoints and voices.

The main reason for my rescind motions was that I had serious concerns that the board had not done enough due diligence before increasing expenditures so severely, adding many new personnel, and increasing the limits on merit increases. It was famously described in [Vaughn v. Menlove](#) (1837) as whether the individual "proceed[ed] with such reasonable caution as a prudent man would have exercised under such circumstances." Changing expenditures in April that were passed in March did not appear cautious or prudent in my opinion.

The staff stated: We fear rescinding the April Board actions will cause a breach in our credibility, calling our integrity into question and reflecting poorly – on the Board, on our Library and ultimately on our Carol Stream community.

I find it ironic that the staff has NO FEAR of their credibility or integrity when it comes to raising their own merit increase levels, or increasing library spending over \$100,000 dollars more than was approved in March 2010 and amended November 2010.

Where was this fear and outrage when the library spent \$900,000 dollars on a piece of property the taxpayers didn't approve or vote to use?

Where was the Credibility factor of the staff when the referendums for a new library came around for a second, and third time?

I find the statements of the management staff to this board to be self-centered, and irresponsible. I believe the staff owes this board an apology and needs to listen to the facts stated at meetings and learn the library Bylaws and Parliamentary procedures."[sic]

President Douglas thanked Trustee Wade for his opinions. President Douglas further stated that the staff should be encouraged to come to the Board with concerns and problems. President Douglas stated that an apology is not owed if the staff has legitimate concerns.

Trustee Arends stated that the call for an apology was not warranted. Trustee Arends pointed out that, from an historical perspective, when the Board voted to freeze wages and not hire additional staff Director Kennedy had conveyed to the board that staff understood the need and were OK with it. Trustee Arends felt that the letter written by the management staff was clearly within their right to express an opinion. For Trustee Arends the decision came down to whether or not to hire 2 part-time people. Furthermore, the Board agreed to a 3% pool to be allocated for merit increases up to 4%. Trustee Arends reiterated that the total levy did not increase and there was no increase cost to the taxpayers. Trustee Arends felt that the letter was welcome and that some people put too much weight on it.

Trustee Jeffrey asked where the funds came from for the additional \$100,000 in expenses. Director Kennedy stated that it came from cost cutting measures in other budget lines. Trustee Arends repeated that the money did not come from a levy increase, that the Board has the money to spend. Trustee Arends also stated that Library Counsel has stated that we had the authority to allocate funds from our budgeted categories as such.

Trustee Wade again stated that the budget drawn up by the Board in March of 2010 was sent to the Village and written into their ordinance. To stay within the CPI the budget was

amended. In March 2011 the budget had an increase of \$100,000. Trustee Wade is concerned that there is more spending than what was documented in the Village Ordinance.

Trustee Jeffrey stated that the economy has not improved and the Board has a fiduciary responsibility to the people living here.

President Douglas stated that what the Board has done has been done. The purpose of Old Business was to allow Trustee Wade to address the management staff statement which had been done. The purpose of Old Business was not to rehash the budget discussion. He asked if everyone has had a chance to have their say regarding the statement. There being no response, the meeting proceeded.

X. DISBURSEMENTS

A. Approval of Vendor Check Report for the Period May 1, 2011 to May 31, 2011, plus the Addendum for the Meeting of June 15, 2011

Trustee Wade moved and Trustee Hudspeath seconded to approve the Vendor Check Report for the period of May 1, 2011 to May 31, 2011 plus the Addendum for the Meeting of June 15, 2011 in the amount of \$116,254.29. Motion carried

Ayes 6 Trustees DeRango, Jeffrey, Wade, Arends, Hudspeath, and Douglas
Nays 0 None
Absent or
Not Voting 1 Trustee Bailey (absent)

Discussion:

Trustee DeRango asked for clarification on credit card expenses.

XIV. COMMUNICATIONS

There are no Communications this month.

XV. ANNOUNCEMENTS

There are no Announcements this month.

XVI. ADJOURNMENT

There being no further business to come before the Board of Library Trustees, President Douglas declared the Meeting adjourned at 8:04 p.m.

Mary C. Hudspeath, Secretary
Board of Library Trustees