

**MINUTES
OF THE REGULAR MEETING OF THE
PLANNING AND OPERATIONS COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
JUNE 9, 2015 AT 8:26 P.M. IN THE THIRD FLOOR MEETING ROOM**

ROLL CALL:

TRUSTEES PRESENT: Margaret Harrison, Chair; Joseph Egan, Patrick Lamb, Robert Trizna, Jerry White

TRUSTEES ABSENT: Audra Ebling, Charlene Foss-Eggemann, Dorothy Hynous, Dean Parisi

OTHERS PRESENT: Janet Van De Carr, Library Director; Linda Egebrecht, Library Staff

Approval of Minutes

Mr. Trizna made a

MOTION: to approve the minutes for the Planning and Operations Committee meeting held May 12, 2015

Mr. Lamb seconded the motion.

MOTION PASSED UNANIMOUSLY

By-Laws Review

The Committee discussed the question raised at the May Board meeting regarding the Personnel Committee discussing and bringing a motion to the Board regarding the budget for employee salaries. Mrs. Van De Carr stated a review of the Bylaws indicates the Personnel Committee would seem to have the authority to make salary decisions. The Committee discussed and agreed their previous action is in accord with the Bylaws as they are currently written.

3D Printing Policy

The Committee discussed the proposed 3D printer policy (IC14). The material costs are yet to be determined but will vary and change over time so the exact costs are not specified in the new policy. Use of the 3D printer will require staff intervention and the costs will be based on time and filament required to complete a project.

Mr. Egan made a

MOTION: to approve Policy IC14 – Use of Library Facilities: 3D Printing

Mrs. Harrison **SECONDED** the motion.

MOTION PASSED UNANIMOUSLY

Strategic Plan Revised

The Committee reviewed the strategic plan revisions. Mrs. Van De Carr asked if the date should be changed to 2019 since this is more accurate. Discussion ensued regarding changes in verbiage, including:

- maximize and enhance the utilization of resources provided in schools
- increase overall use of the Library by 2% annually
- increase revenue from fines and fees by 5% annually
- Trustees and Director will communicate with elected officials regarding the Library at least twice per year

Mr. Trizna suggested moving the monthly regular Library Board meetings to City Hall so that they can be videotaped and therefore more accessible to citizens. Mr. Egan stated that this matter will be moved to the July Communications & Development Committee for discussion.

Bright Idea Contest/ Public Input on Future Library Needs

Mrs. Van De Carr reported that staff have been receiving and distributing forms for the "Bright Ideas" contest.

Other None

Adjournment: 9:08 p.m.

Margaret Harrison, Chair

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**MINUTES
OF THE REGULAR MEETING OF
THE COMMUNICATIONS & DEVELOPMENT COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD
JULY 14, 2015 AT 8:56 P.M. IN THE THIRD FLOOR MEETING ROOM**

ROLL CALL:

TRUSTEES PRESENT: Joseph Egan, Chair Pro-tem; Stevan Dobrilovic, Judith Rayborn, Michael Reardon, Robert Trizna, Jerry White

TRUSTEES ABSENT: Charlene Foss-Eggemann, Chair; Patrick Lamb; Dean Parisi

OTHERS PRESENT: Janet Van De Carr, Library Director; Linda Egebrecht, Library Staff; Acting Mayor Marty Maloney, Alderman Dan Knight, Park Ridge

Approval of Minutes

Mr. Egan made a

MOTION: to approve the minutes for the Communications & Development Committee meeting held March 10, 2015.

Mr. White SECONDED the motion.

MOTION PASSED UNANIMOUSLY

Filming Library Board Meetings

The Committee discussed the filming of Library Board meetings: Mr. Egan described the background for this proposal and asked if other Committee members are in favor of doing this and, if so, how to film the Board meetings. Mr. Egan stated he was okay with filming meetings and was okay with using the City Council Chambers. Mr. Trizna stated he would support this and, since the infrastructure is available at City Hall, he will support this, at least on a trial basis.

Mr. White stated he would support having the Board meetings filmed at the Library rather than at City Hall. The Committee asked if WOW would be willing to provide equipment at the Library and how to compare equipment costs with staff time required to convert the file formats for each meeting after it has been filmed.

The consensus of the Committee is in favor of filming Board meetings. Mrs. Van De Carr will investigate whether WOW will provide equipment at the Library and allow live broadcasts of Board meetings.

Other No discussion

Adjournment: 9:07 p.m.

Joseph Egan, Chair Pro-tem