

ST. JOSEPH COUNTY PUBLIC LIBRARY
South Bend, Indiana

LIBRARY BOARD MEETING

Monday, April 21, 2008 - 4:15 p.m.

**Main Library - Presentation Room, 3rd Floor
304 South Main Street
South Bend, Indiana 46601**

AGENDA

1. Call to Order.
2. Determination of quorum.
3. Library Board Minutes: Library Board approval of the Library Board minutes of the Regular monthly meeting held on March 24, 2008.
4. Director's Report.
5. Library Bill List for April 21, 2008.
6. Personnel Changes:

Appointments:

(Ms.) Maria Madsen, Part-time Circulation Associate, (Level 5), North Liberty Branch, effective March 31, 2008.

(Ms.) Chelsey Lowe, Shelver, (Level 3), Circulation Services, Main Library, effective March 10, 2008.

Promotion:

(Mr.) Robert Sanders, Interim Security Service Manager, (Level 13), Security Services, Main Library, effective March 30, 2008.

Professional Certification Wage Increases: (per Library Personnel Policy, Section 6.4)

(Mr.) Michael Moriconi, Part-time Reference Assistant, (Level 8), Reference & Information Services, Main Library, received the Indiana Library Certification IV, upon completion Master's degree in Library Science on December 31, 2007, effective March 30, 2008.

Resignations:

(Ms.) Ann Richardson, Part-time Circulation Associate, (Level 5), Francis Branch, effective March 26, 2008.

(Ms.) Cynthia McBee, Shelver, (Level 3), Circulation Services, Main Library, effective April 5, 2008.

(Ms.) Nancy Rosansky, Part-time Circulation Associate, (Level 5), River Park Branch, effective April 4, 2008.

(Mr.) Ronald Lawrence, Security Supervisor, (Level 6), Security Services, Main Library effective March 28, 2008.

Corrections:

(Mr.) from Erin to Eric Finnstrom, Housekeeper Aide, (Level 2), Custodial Services, Main Library effective January 8, 2008.

(Ms.) Marianne Kruppa, from Web Developer to Reference Librarian (Level 9) Information & Reference Services, to Assistant Branch Manager, (Level 10), Francis Branch, effective January 20, 2008.

(Ms.) Laura Chanon, from Part-time Circulation Associate, (Level 5), Western Branch to Readmobile Technician, (Level 5), Literacy & Outreach Services, Main Library, effective March 30, 2008.

(Ms.) from Carole to Carol Barbour, Part-time Circulation Associate, (Level 5), LaSalle Branch, effective from February 25, 2008 to March 3, 2008.

7. **Reports of Special Library Board Committees.** No special Library Board Committee meetings were held since the last Library Board meeting.
8. Unfinished Business:
 - a. **SJCPL Financial impact on SJCPL of Indiana House Bill 1001:** Library Board consideration of proposed reductions in services in anticipation of estimated \$990,000 reduction in property tax income for 2009 Operating Budget.
 - b. **Proposed Library Capital Projects Plan, 2009-2011:** Library Board Public Hearing on the proposed Library Capital Projects Plan for 2009 through 2011 followed by Library Board approval of the proposed Plan:
 - Submittal of the **Proofs of Publication** of the Notice To Taxpayers of this Public Hearing on the proposed Capital Projects Plan 2009-2011;

- **Public Hearing** on the proposed Capital Projects Plan 2009-2011, as advertised in the Notice To Taxpayers (legal advertisement two times in *The South Bend Tribune* and in the *Tri-County News*);
 - **Library Board approval** of the proposed Capital Projects Plan 2009-2011.
 - c. **SJCPL Request For Proposals for Architectural/Engineering Services for Main Library's Roof.** Library Board review of proposals received in response to SJCPL's Request For Proposals for architectural/engineering services to replace the EPDM roof on Main Library; Library award of a contract for these services.
9. New Business:
- a. **SJCPL's Long Range Capital Improvements Plan, 2005-2009 – Phase II – New Roger B. Francis Branch Library: Escrow Agreement with Key Bank and The Robert Henry Corporation during the construction of the new branch library.** Library Board approval of the escrow agreement.
 - b. **SJCPL 2008 Public Service Policy Manual:** Proposed clarification of SJCPL's Interlibrary Loan Policy, Section 3.10.
 - c. **SJCPL Grant Application to the Target Corporation for the 2009 Open Book Festival.** Library Board consideration to approve said grant application.
 - d. **Library Board Resolution to Declare Excess Withdrawn Library Materials** subject to sale to the Friends of the St. Joseph County Public Library for \$1.00.
10. Other Business.
11. Hearing of Visitors. Members of the public are invited to address the Library Board.
12. News & Education Items.
13. The next Library Board meeting dates to schedule:

Library Board Meeting, Monday, May 19, 2008, 4:15 p.m., at the new Lakeville Branch, 120 N. Michigan Street, Lakeville, Indiana 46536 in the Community Room. Conduct the business of the Library Board.

Library Board Meeting, Monday, June 23, 2008, 4:15 p.m., at the Centre Township Branch Library, 1150 E. Kern Road, South Bend, Indiana 46614 in the large Community Meeting Room. Conduct the business of the Library Board.

Library Board Meeting, Monday, July 14, 2008, 4:15 p.m., at the Main Library, 304 South Main Street, South Bend, Indiana 46601 in the Presentation Room, 3rd Floor. Review the Proposed 2009 Library Budget & Levy and conduct the business of the Library Board.

Library Board Meeting, Monday, July 28, 2008, 4:15 p.m., at the Main Library, 304 South Main Street, South Bend, Indiana 46601 in the Presentation Room, 3rd Floor. Approve the Notice to Taxpayers for the Proposed 2009 Library Budget & Levy and conduct the business of the Library Board.

Library Board Meeting, Monday, July 28, 2008, 4:15 p.m., at the Main Library, 304 South Main Street, South Bend, Indiana 46601 in the Presentation Room, 3rd Floor. Approve the Notice to Taxpayers for the Proposed 2009 Library Budget & Levy and conduct the business of the Library Board.

Library Board Meeting, Monday, August 25, 2008, 4:15 p.m., at the Main Library, 304 South Main Street, South Bend, Indiana 46601 in the Presentation Room, 3rd Floor. **Conduct the Public Hearing** on the proposed 2009 Library Budget and Levy; conduct other business of the Library Board.

14. Adjournment.

Donald J. Napoli, Director