

ST. JOSEPH COUNTY PUBLIC LIBRARY  
South Bend, Indiana

LIBRARY BOARD MEETING

**Monday, February 26, 2007 - 4:30 p.m. or immediately  
following the Closed Executive Session on this same day at 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 Special Board meeting minutes held on January 8, 2007, the Regular Monthly, the Annual, and the Board of Finance meetings, all held on January 22, 2007.
4. Director's Report.
5. Library Bill List for February 26, 2007.
6. Personnel Changes:

**Appointments:**

(Ms.) Dyann Mawhorr, Shelver, (Level 3), River Park Branch, effective February 5, 2007

**Promotions:**

(Mr.) Jacob Moore from Full-time Circulation Associate, (Level 5) Circulation Services, to Part-time Library Assistant, (Level 8), Sights & Sounds, Main Library, effective, February 4, 2007.

(Mr.) Jesus Moya, from Part-time to Full-time Circulation Associate, (Level 5), Circulation Services, Main Library, effective March 4, 2007.

**Reassignment:**

(Ms.) Christine Parkinson, from Temporary to Part-time Circulation Technician, (Level 6), Lakeville Branch, effective January 7, 2007.

**Resignations:**

(Ms.) Maureen Goddard, Library Assistant, (Level 8), Sights & Sounds, Main Library, effective February 10, 2007.

(Mr.) Timothy Gilleand, Substitute Circulation Associate, (Level 5), Human Resources, Main Library, effective February 5, 2007.

**Terminations:**

(Mr.) Kevin Greenwood, Security Officer Substitute (Level 5), Security Services, Main Library, effective February 15, 2007.

**Corrections:**

(Mr.) James Gadacz, Part-time Security Officer, (Level 5), Security Services, Main Library, effective from 1/15/2007 to 1/22/2007.

**Wage Adjustments: (per Personnel Policy 6.2)-Corrections**

(Ms.) JoAnn Bolin, Substitute Circulation Associate, (Level 5), Human Resources, Main Library, effective January 7, 2007.

(Ms.) Debbie Conn, Substitute Library Assistant, (Level 7), Human Resources, Main Library, effective January 7, 2007.

(Mr.) Dean Szabo, Substitute Library Assistant, (Level 7), Human Resources, Main Library, effective January 7, 2007.

(Ms.) Marilyn Shaul, Substitute Library Assistant, (Level 7), Human Resources, Main Library, effective January 7, 2007.

(Mr.) Marc Reedy, Substitute Housekeeper, (Level 3), Custodial Services, Main Library effective January 7, 2007.

(Ms.) Christine Parkinson, Circulation Technician, (Level 6), Lakeville Branch, effective January 7, 2007.

(Ms.) Mary Ann Moore, Substitute Library Assistant, (Level 7), Human Resources, Main Library, effective January 7, 2007.

(Ms.) Melissa Krakowski, Substitute Library Assistant, (Level 7), Human Resources, Main Library, effective January 7, 2007.

(Mr.) Elmer Joseph Sr. Substitute Custodian, (Level 4), Custodial Services, Main Library, effective January 7, 2007.

(Mr.) Howard Higby, Jr.. Substitute Custodian, (Level 4), Custodial Services, Main Library, effective January 7, 2007.

(Ms.) Mary Ellen Grontkowski, Substitute Library Assistant, (Level 7), Human Resources, Main Library, effective January 7, 2007.

(Mr.) John Ferrett., Substitute Custodian, (Level 4), Custodial Services, Main Library, effective January 7, 2007.

(Mr.) Dean DeVries, Computer Network Assistant, Information Technology Services, Main Library, effective January 7, 2007.

(Ms.) Sue Deranek, Payroll Specialist, (Level 7), Financial Services, Main Library, effective January 7, 2007.

(Mr.) Michael Cooper, Security Officer, (Level 5), LaSalle Branch, effective January 7, 2007.

(Ms.) Laura Chanon, Circulation Associate, (Level 5), Western Branch, effective January 7, 2007.

(Mr.) Michael Butler-Harley, Substitute Library Assistant, (Level 7), Human Resources, Main Library, effective January 7, 2007.

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's Long Range Capital Improvements Plan, 2005-2009 – Phase II: Schematic Design for the new German Township Branch Library.** Library Board review and approval of one of two Schematic Designs prepared by Arkos Design, Inc., for the new German Township Branch Library; Board authorizes the architect to begin the Design Development phase. (This item was tabled at the January 22, 2007 Library Board meeting because schematic design was not completed at that time.)

8. Unfinished Business (continued)
  - b. **Long Range Capital Improvement Plan 2005-2009 – Phase II: Real Estate Purchases:** Library Board Consideration of Agreements to Purchase additional real estate parcels for the future expansions of the Main Library, the LaSalle Branch Library, and the Western Branch Library.
  
9. New Business:
  - a. **North Liberty Branch and Lakeville Branch Libraries:** Proposed Increases in hours of operation and in staffing effective with the openings of new larger facilities (North Liberty in March 2007 and Lakeville in August 2007).
  - b. **Annual Staff Day Closing:** Library Board approval to close the Main Library and all SJCPD agencies Wednesday, May 9, 2007 for the Annual Staff Recognition and Service Awards.
  
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, March 26, 2007 4:15 p.m.,** at the Main Library, 304 South Main Street, South Bend, Indiana 46601 in the Presentation Room, 3rd Floor. To conduct the business of the Library Board.

**Library Board Meeting, Monday, April 23, 2007, 4:15 p.m.,** at the Main Library, 304 S. Main Street, South Bend, Indiana 46601 in the Presentation Room. To conduct the business of the Library Board.

**Library Board Meeting, Monday, May 21, 2007, 4:15 p.m.,** at the Centre Township Branch Library, 1150 E. Kern Road, South Bend, Indiana 46614 in the large Community Meeting Room. To conduct the business of the Library Board.

**Library Board Meeting, Monday, June 18, 2007, 4:15 p.m.,** at new North Liberty Branch Library, 104 E. Market Street, North Liberty, Indiana 46554 in the Community Meeting Room. To conduct the business of the Library Board.

14. Adjournment.

Donald J. Napoli, Director