1. REGULAR MEETING

2. CALL TO ORDER
   At 6:02 p.m. President Caudill called the Regular Meeting to order.
   Trustees physically present: Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting
   Staff present: Executive Director Campe, G. Traudt, E. Christianson, W. Dawkins
   Guests present: Cindy Blank, Tracy Suykerbuyk, Stefanie Daichendt

3. ADJUSTMENTS TO THE AGENDA

4. APPROVAL OF MINUTES
   A. Approval of the Minutes of the Regular Meeting 2/15/11.
      Minutes were approved as presented by the full consent of the Board members present.

5. PRESIDENT’S REPORT
   No Report.

6. VICE PRESIDENT’S REPORT
   No Report.

7. SECRETARY’S REPORT
   No Report.

8. TREASURER’S REPORT
   A. February 2011
      Vice President Stachowiak moved:
      “TO APPROVE THE EXPENDITURES AS AUTHORIZED WITH THE
      BALANCE OF THE REPORT TO BE FILED FOR AUDIT.”
      Trustee Shaw seconded the motion and it carried on a roll call vote.
      AYES: 7 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting

9. CORRESPONDENCE
   The Communications folder was made available for all Trustees to review.

10. EXECUTIVE DIRECTOR’S REPORT
    A. February 2011
        - Library usage and related statistics continue to increase.
        - Freegal music downloads are increasing. Patrons downloaded almost 3000 songs in
          the month of February.
        - The circulation of digital ebooks was 884 vs. 370 from last year.
        - The people counter continues to increase.
- Patron usage of self checks continues to increase. Patrons are becoming more comfortable using the self checks.
- The Library will have a booth at the LZ Chamber of Commerce 2011 Business and Community Expo on Saturday, March 19th. Booth visitors will be given a survey on technology to complete.

11. **STANDING COMMITTEE REPORTS**
   No Reports.

12. **SPECIAL COMMITTEE REPORTS**
   C. **NSLS: Report (Kathy Caudill)**
      Verbal report by President Caudill.
   D. **Friends of the Library: (Chris Stachowiak)**
      Verbal report by Vice President Stachowiak. The Friends have closed their bank account, and a final donation check in the amount of $13,184.68 was presented to the Board from the Friends of the Library.

13. **UNFINISHED BUSINESS**
   A. **Audit Proposals**
      Executive Director Campe, Trustee Washburn and Gloria Traudt met with proposed auditors.
      Trustee Whiting moved: 
      “**TO APPROVE THE AUDIT PROPOSAL BY SIKICH FOR ONE YEAR.**”
      Trustee Shaw seconded the motion and it carried on a roll call vote.
      AYES: 7  Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting
   B. **Sound and Video Equipment**
      Initial information about the proposed upgrades and expansions of equipment was presented to the Board. Additional information will be obtained, and presented to the Board at the April meeting.
   C. **Social Media Policy**
      The Social Media Policy will be brought to the April Board meeting with the Board’s requested changes in wording, and in the format that is typically used for Board policies.

Trustee Shaw left meeting at 7:15 p.m.

14. **NEW BUSINESS**
   A. **Behavior Policy Review**
      Trustee Burger moved:
      “**TO APPROVE THE BEHAVIOR POLICY WITH A REVIEWED AND REVISED DATE OF 03/11.**”
      Trustee Whiting seconded the motion and it carried on a roll call vote.
      AYES: 6  Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting
      ABSENT:  1  Shaw
   B. **Trustee Orientation**
      New Board members will be assigned a Board mentor. Department Heads will attend the first two meetings to give the new Board members a brief overview of their departments.
C. Public Participation at Library Board Meetings & Petitions to the Board Policy
The Public Participation at Library Board Meetings and Petitions to the Board Policy will be brought to the Board meeting next month with the Board’s requested changes in wording and in the format that is typically used for Board policies.

D. Insurance Policy Renewal Update
Trustee Washburn moved:
“TO APPROVE TAKING GENERAL CASUALTY AS OUR INSURANCE CARRIER.”
Vice President Stachowiak seconded the motion and it carried on a roll call vote.
AYES: 6 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting
ABSENT: 1 Shaw

E. Patron Feedback Quarterly Report
The Children’s department provided a quarterly report on storytimes.

15. INFORMATIONAL ITEMS
   A. Illinois Trustee Forum
      President Caudill, Vice President Stachowiak and Trustee Shaw attended the Illinois Trustee Forum on Saturday, February 26, 2011, and offered a brief verbal summary of the programs presented. The Illinois Trustee Forum is always a very informative program and all Trustees are encouraged to attend.

16. PUBLIC FORUM
   Questions from the public were answered by Executive Director Campe and Board members.

17. Closed Meeting Minutes Review
   A five minute break was taken.
   Trustee Burger moved:
   “TO APPROVE EXECUTIVE SESSION MINUTES THAT ARE CURRENTLY CLOSED REMAIN CLOSED AND NO DESTRUCTION OF ANY TAPES AT THIS TIME.”
   Trustee Whiting seconded the motion and it carried on a roll call vote.
   AYES: 6 Black, Burger, Caudill, Shaw, Stachowiak, Washburn, Whiting
   ABSENT: 1 Shaw

18. EXECUTIVE SESSION UNDER 5ILCS 120/2(21) FOR THE PURPOSE OF REVIEWING CLOSED MEETING MINUTES
   No Executive Session.

19. ADJOURNMENT
   At 9:01 p.m. it was unanimously agreed by all Trustees present “TO ADJOURN.”

_____________________________________
Mimi Black, Secretary
(SEAL)
Approved at the next Regular Meeting of April 19, 2011

_____________________________________
Kathy Caudill, President