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MINUTES

Special Committee on Library Leaders • Board of Trustees • Batavia Public Library District

Special Meeting

Tuesday • 4 January 2011

1. **Call to Order**

Trustee Jakubowski called the meeting to order at 6:31 p.m. in the Elizabeth L. Hall Conference Room of the Batavia Public Library.

2. **Call the Roll**

Committee Members Present: Virginia C. Babcock, Maureen A. Jakubowski, and James F. Trefil

Committee Members Absent: None

Other Trustees Present: None

Staff Members Present: Director George H. Scheetz, Michele M. Martzel, and Joanne C. Zillman

Visitors Present: None

3. **Approve the Agenda**

Trustee Jakubowski asked whether there were any changes to the agenda.

Motion by Trustee Trefil to approve the agenda, as presented. Seconded by Trustee Babcock. All: Aye. The motion carried.

4. **Nomination for “Recognition as a Library Leader”**

Director Scheetz presented an overview of the award (“Recognition as a Library Leader”), for which guidelines were included in the Committee packet, along with a nomination from Daniel Russo to recognize Donna Todd as a Library Leader.

Deputy Director Zillman presented background information on the award, which was created by the Board of Library Trustees in 2003 to honor individuals who have made outstanding contributions to the Batavia Public Library District as “Library Leaders.” The quiet reading room in the apse was named the Library Leaders Reading Room and a display case was installed at the entrance to the room to house the Book of Library Leaders.

According to Board policy, “The recipient will be selected by the Library Leader Committee appointed by the Board of Trustees.” Further, “The recipient will be honored by resolution of the Board of Trustees.”

In response to a comment by Trustee Babcock, discussion followed on the criteria for the award and the nomination before the Committee.

The consensus of the Committee was to recognize Donna Todd as a Library Leader.

Motion by Trustee Jakubowski to recognize Donna Todd as a Library Leader. Seconded by Trustee Trefil. All: Aye. The motion carried.

Director Scheetz reported that he would use the information found in the nomination packet to produce a resolution for the Library Board’s consideration.

The Committee requested that Director Scheetz place this item on the Consent Agenda.

Selection Criteria and Process

A discussion on the selection criteria and process ensued. Trustee Babcock suggested that the language of the policy implied that only one “Recognition as a Library Leader” should be awarded per year. Discussion followed.

In response to a question, Director Scheetz reported that President Gibson inquired about a nomination to recognize Marilyn B. Robinson as a Library Leader. Upon investigation, Director Scheetz was informed that Marilyn’s nominator, Mary Ellen Heidgen, “personally talked to Daniel Russo about the timing of the two nominations” and decided to withhold her nomination (for Marilyn) at this time. Discussion followed.

5. Schedule Next Meeting

There was no need to schedule another meeting.

6. Next Meetings or Events

- a. *Regular Meeting, Tuesday, 18 January 2011, 7:00 p.m., Elizabeth L. Hall Conference Room, Batavia Public Library*
- b. *Regular Meeting, Tuesday, 15 February 2011, 7:00 p.m., Elizabeth L. Hall Conference Room, Batavia Public Library*
- c. *Regular Meeting, Tuesday, 15 March 2011, 7:00 p.m., Elizabeth L. Hall Conference Room, Batavia Public Library*

7. Adjournment

Motion by Trustee Trefil to adjourn the meeting. Seconded by Trustee Babcock. All: Aye. The motion carried.

Trustee Jakubowski declared the meeting adjourned at 7:39 p.m.

Respectfully submitted,

George H. Scheetz
Director