

**MINUTES  
ELMHURST PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Tuesday, September 16, 2014  
Kossmann Room, 7:00 p.m.**

President Linda Wheaton called the September 16, 2014 meeting of the Board of Trustees to order at 7:04 p.m. in the Kossmann Room.

Board members in attendance included Marsha Baker, Carol Jacobsen, Monica Iacono, Teresa Menolascino, Susan Sadowski, William Shanklin, and William Ryan. Ingrid Becton was absent. Also in attendance were Library Director Mary Beth Campe, Assistant Director of Administration Services Marcy Rodriguez, Assistant Director of Public Services Catherine Ingram, Office Manager Rita Andreuccetti, and Public Information Coordinator Cheryl Moore.

Visitors in attendance were Noel Talluto and Fiona McMahon. Ms. Talluto is a member of the League of Women Voters of Elmhurst and Ms. McMahon is a student that will be attending Library Board meetings.

The first order of business was the approval of the Minutes of the August 19, 2014 Regular Board Meeting. Marsha Baker moved:

**THEREFORE BE IT RESOLVED:**

That the Minutes of the August 19, 2014 Regular Board Meeting be approved as presented.

Monica Iacono seconded the motion. The motion carried.

The next order of business was the approval of the September 16, 2014 Accounts Payable. Marsha Baker moved:

**THEREFORE BE IT RESOLVED:**

That the September 16, 2014 check registers be approved for payment.

Susan Sadowski seconded the motion. Director Campe responded to several questions about the invoices. The motion carried.

Director Campe presented the Financial Reports. She reviewed the revenue and expenditure reports with the Trustees. She noted that another property tax payment was received this month. Under expenditures, she reported that the Fuel line, which is natural gas that heats the building, is 112% spent due to the cold winter. The Parking Area line is also overspent because of snow removal.

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In the Director's Report, Ms. Campe noted that the catalog change happened a year ago last September. Statistics are starting to stabilize and the October statistical report will be the first accurate comparison. Patrons are getting used to the "suggest a purchase" feature. The Library's acquisitions model is more patron driven with this feature. Ms. Campe also talked about the User Stores that the PI Department is collecting. User Stories are testimonials about positive experiences that patrons have had using the Library. These stories are located on the web site under the About Us section in Library Information.

There was no President's Report

Cheryl Moore presented the Public Information Report.

The first item of Unfinished Business was the approval of bids for Adult Services Project. Director Campe went over the cost breakdown for each category. She also stated that if the bids are approved construction could start as early as the middle of October. Susan Sadowski moved:

**THEREFORE BE IT RESOLVED:**

That the bids for the Adult Services Project be approved with the amended cost breakdown.

Bill Shanklin seconded the motion. The motion carried.

The next item of Unfinished Business was the approval of the 2015 & 2016 Budgets. Marsha Baker moved:

**THEREFORE BE IT RESOLVED:**

That the FY 2015 operating budget and the FY 2016 estimated operating budget, be approved as presented. Administrative staff is directed to submit this information to the Mayor and the City Council.

Director Campe stated that this is the final approval of the FY 2015 operating budget. The FY 2016 budget is an estimate, which the Board will review again next fall in preparation for the tax levy. Ms. Campe reminded the Board that the voters approved an additional levy to cover the bond repayment for the new library in 2001. The Library levies for the operating funds and the bond repayment fund in one levy.

Bill Ryan seconded the motion. The motion carried.

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The next item of Unfinished Business was a discussion about the Ruth Christensen Trust donation. The donated stocks were transferred to an Edward Jones account and immediately sold. The net proceeds of \$155,365.90 were placed in the Library's "General" fund group of accounts in an account titled The Christensen Fund. Ms. Campe stated that she sent a thank you note to Ms. Christensen's surviving relatives. The discussion on how to use the funds will continue at future Board Meetings.

The first order of New Business was the approval to purchase lounge chairs & tables for the Café Area. Bill Shanklin moved:

THEREFORE BE IT RESOLVED

That Administrative Staff is authorized to purchase six lounge chairs and three side tables for the café area not to exceed a cost of \$13,900.

Carol Jacobsen seconded the motion. The motion carried.

The next order of New Business was the acceptance of the annual audit. Monica Iacono moved:

THEREFORE BE IT RESOLVED:

That the Elmhurst Public Library Board of Trustees accepts the Comprehensive Annual Financial Report for the Elmhurst Public Library, December 31, 2013.

Bill Shanklin seconded the motion. The motion carried.

There being no further business, the meeting adjourned at 7:50 p.m.