

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, January 17, 2023
Kossmann Room
or Virtual at [ELMLIB.ORG/VIRTUAL](https://elmlib.org/virtual), 7:00 PM**

This meeting was held both virtually via Zoom and in-person in the Kossmann Room.

President Pro Tem Sue Sadowski called the January 17, 2023 Regular Meeting of the Board of Trustees to order at 7:01 p.m.

Board members in attendance in the Kossmann Room included: Marsha Baker (via telephone), Jane Chornij, Taylor Holop (via Zoom initially then arrived at 7:17 p.m.), Carol Jacobsen, Sue Sadowski, and Bill Shanklin.

Trustees Ingrid Becton, Teresa Menolascino, and Bill Ryan were absent.

Also in attendance were Library Director Mary Beth Harper and Assistant Director Marcy Rodriguez.

Visitor in attendance was Head of the Makery Bryan Bednarek.

There was no correspondence.

The first order of business was the approval of the minutes of the December 20, 2022 Regular Board of Trustees Meeting. Bill Shanklin moved:

THEREFORE BE IT RESOLVED:

That the minutes of the December 20, 2022 Regular Board of Trustees Meeting be approved as presented.

Carol Jacobsen seconded the motion.

Roll call vote:

Ayes: Baker, Chornij, Holop, Jacobsen, Shanklin, and Sadowski

Nays: None

Absent: Becton, Menolascino, and Ryan

The motion carried.

The next order of business was the approval of the December 31, 2022 & January 17, 2023 Accounts Payable. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the December 31, 2022 & January 17, 2023 Accounts Payable be approved as presented.

Director Harper responded to questions about the invoices. Carol Jacobsen seconded the motion.

Roll call vote:

Ayes: Baker, Chornij, Holop, Jacobsen, Shanklin, and Sadowski

Nays: None

Absent: Becton, Menolascino, and Ryan

The motion carried.

Director Harper discussed the financial reports. The Library collected 100% of property and 371% of replacement taxes. She stated that a property tax payment of \$36,419 and a replacement tax payment of \$54,830 were received. The Library will receive the bulk of property tax payments in June. There are sufficient funds in reserves to cover expenses until tax payments are received.

Director Harper reviewed the expenditure report. The overall salary line was under spent. The lines that were over budget include: fuel, janitorial supplies, computer supplies/software, and grounds. Ms. Harper answered several questions from the Board.

In the Director's Report, Ms. Harper gave an update on the carpet and furniture projects. All projects were completed in 2022. Staff welcomed Mary Pellico, HR Generalist and Brianna Bone, Head of Marketing and Communications. Bryan Bednark, formally the Assistant Makery Manager, transitioned into the role of Head of the Makery on January 1.

There was no President's Report.

The first order of Unfinished Business was the Strategic Plan. Director Harper discussed the plan with the Trustees. She proposed that the Board wait until next month's meeting when more Trustees could be present to review the plan. There was a consensus among the Board to table the Strategic Plan till the February meeting.

The first order of New Business was to meet Bryan Bednarek, Head of the Makery.

The next order of New Business were policy reviews: Makerspace, Group Study Rooms, and Payments for Good and Services.

Bill Shanklin moved:

THEREFORE BE IT RESOLVED:

That the Group Study Rooms policy be approved as presented.

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Director Harper stated that there no revisions for the Group Study Rooms policy. Carol Jacobsen seconded the motion.

Roll call vote:
Ayes: Baker, Chornij, Holop, Jacobsen, Shanklin, and Sadowski
Nayes: None
Absent: Becton, Menolascino, and Ryan

The motion carried.

Carol Jacobsen moved:

THEREFORE BE IT RESOLVED:

That the Makerspace policy be approved as presented.

Director Harper reviewed the revisions with the Trustees. Bill Shanklin seconded the motion.

Roll call vote:
Ayes: Baker, Chornij, Holop, Jacobsen, Shanklin, and Sadowski
Nayes: None
Absent: Becton, Menolascino, and Ryan

The motion carried.

Taylor Holop moved:

THEREFORE BE IT RESOLVED:

That the Payments for Goods and Services policy be approved as presented.

Director Harper reviewed the revisions with the Trustees. Jane Chornij seconded the motion.

Roll call vote:
Ayes: Baker, Chornij, Holop, Jacobsen, Shanklin, and Sadowski
Nayes: None
Absent: Becton, Menolascino, and Ryan

The motion carried.

There being no Other Business, the meeting was adjourned at 8:02 p.m.