

**MINUTES  
ELMHURST PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Tuesday, May 16, 2017  
Administration Conference Room, 7:00 p.m.**

President Marsha Baker called the May 16, 2017 Regular Meeting of the Board of Trustees to order at 7:02 p.m. in the Administration Conference Room.

Board members in attendance included: Marsha Baker, Susan Sadowski, Carol Jacobsen, Monica Iacono, Francesca Irion, Ingrid Becton, Teresa Menolascino, and William Shanklin. William Ryan was absent. Also in attendance were Library Director Mary Beth Harper, Assistant Director Marcy Rodriguez and Administration/HR Manager Rita Andreuccetti.

Visitor in attendance was League of Women Voters representative Annette Armstrong.

There was no public comment.

The first order of business was the approval of the April 18, 2017 Regular Board of Trustees Meeting. William Shanklin moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the April 18, 2017 Regular Board of Trustees Meeting be approved as presented.

Susan Sadowski seconded the motion. The motion carried.

The next order of business was the approval of the May 16, 2017 Accounts Payable. Monica Iacono moved:

THEREFORE BE IT RESOLVED:

That the May 16, 2017 Accounts Payable be approved as presented.

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

Director Harper distributed the monthly credit card statements and the small check register. She reviewed the expenditure and revenue reports. Ms. Harper indicated that next month she will present preliminary budget numbers for the next fiscal year.

Under the expenditure report, Director Harper noted that the Professional Services line under Contractual Services is cresting over due to the \$25,000 payment to the City for services rendered. Overall, other lines are on target.

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On the revenue report, Ms. Harper noted that the Library received a replacement tax payment of \$65,478. No property tax payments were received this month.

In the Director's Report, Ms. Harper noted that the Makery was finished. The space is scheduled to open to the public on Wednesday, June 7. The grand opening will be on Saturday, July 8

The Summer Reading program starts on Saturday, June 3. The first One Book, One Community read also begins in June. The community voted to read *Between the World and Me* by Ta-Nehisi Coates. Staff recently participated in training for the upcoming book-related events.

In the President's report, Ms. Baker presented a letter that was sent on behalf of the Board of Trustees of the Elmhurst Public Library to legislators asking for support of the Library Services and Technology Act and the Innovative Approaches to Literacy program.

The first order of Unfinished Business was the Makerspace. Director Harper noted that a tour of the space would happen at the end of the meeting.

The first order of New Business was a resolution to close Working Cash Fund and Gavin Fund. Reserve funds from the Working Cash Fund have been transferred to the Operating Fund for reserve. The Gavin Fund decreased each year in accordance with stipulations set forth by the donor. The small amount of money left in the Gavin Fund was transferred to the Operating Fund to be spent on the purchase of visual materials. Therefore, the Gavin Fund and the Working Cash Fund are no longer needed. Susan Sadowski moved:

THEREFORE BE IT RESOLVED that the Working Cash Fund and the Gavin Fund are no longer needed and will be closed.

Monica Iacono seconded the motion. The motion carried.

The next order of New Business was the Approval to Purchase Artwork for the Gathering Room. Susan Sadowski moved:

THEREFORE BE IT RESOLVED that the Administrative Staff is authorized to purchase three framed prints not at a cost not to exceed \$2,000.

Monica Iacono seconded the motion. The motion carried.

The next order of New Business was Director Review Schedule and Form. The Board of Trustees talked about having a different form. Sections in the current form are redundant. It was suggested that Board use the form for now and include comments and examples.

Board of Trustees went on a tour of the Makerspace.

There being no other New Business, the meeting was adjourned at 8:42 p.m.