

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, October 17, 2017
Kossmann Room, 7:00 p.m.**

President Marsha Baker called the October 17, 2017, Regular Meeting of the Board of Trustees to order at 7:02 p.m. in the Kossmann Room.

Board members in attendance included: Susan Sadowski, Monica Iacono, Teresa Menolascino(arrived at 7:48 p.m.), Ingrid Becton, Carol Jacobsen, William Shanklin, Francesca Irion, and William Ryan. Also in attendance were Library Director Mary Beth Harper, Assistant Director Marcy Rodriguez, and Administration/HR Manager Rita Andreuccetti.

There were no visitors in attendance.

The next order of business was the approval of the September 19, 2017 Regular Board of Trustees Meeting. Monica Iacono moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the September 19, 2017 Regular Board of Trustees Meeting be approved as presented.

William Shanklin seconded the motion. The motion carried.

The next order of business was the approval of the October 17, 2017 Accounts Payable. Ingrid Becton moved:

THEREFORE BE IT RESOLVED:

That the October 17, 2017 Accounts Payable be approved as presented.

Director Harper responded to questions about the invoices. William Shanklin seconded the motion. The motion carried.

Director Harper distributed the monthly credit card statements and the small check register. She reviewed the revenue and expenditure. On the revenue report, she noted that the Library received a large property tax payment. Other incomes were overall on target.

On the expenditure report, Ms. Harper noted that September was a three paycheck month. She answered several questions from the Board.

In the Director's Report, Ms. Harper noted that the parking banners will be changed within the next few weeks to being a new marketing campaign. The banners will have the "Prepare to be Amazed" tagline on them with icons and words such as create, learn and make.

Ms. Harper indicated that the holds will be moving into the old book sale room. This give patrons the opportunity to come in, pick up holds, check them out, and be on their way. There will be a book sale area outside the large meeting room.

In the President's Report, Ms. Baker discussed her presentation at the League of Women Voter's on September 20.

The first order of Unfinished Business was the Kids' Library Renovation. Director Harper talked about the carpet and furniture colors, stains, and paint colors. She indicated that the start of the project would be November 1 and go through mid-spring. Ms. Harper also explained that existing furniture and book shelves are being offered to District 205 schools.

The first order of New Business was the approval to destroy closed session recordings. According to State statute, the Board of Trustees can vote to destroy closed meeting recordings 18 months after the closed meeting as long as the Library has approved written minutes from that meeting. The Minutes have been opened and the recordings are older than 18 months. Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That recordings of Executive Sesssion dated: 7/21/15 is approved for destruction.

William Shanklin seconded the motion. The motion carried.

The next order of New Business was a policy review. Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Emergency Closings Policy 4.2 be approved as presented.

William Shanklin seconded the motion. The motion carried.

There being no Other Business, the meeting was adjourned at 7:55 PM.