

**MINUTES  
ELMHURST PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Tuesday, February 19, 2019  
Kossmann Room, 7:00 p.m.**

President Marsha Baker called the January 15, 2019, Regular Meeting of the Board of Trustees to order at 7:04 p.m. in the Kossmann Room.

Board members in attendance included: Susan Sadowski, Carol Jacobsen, Ingrid Becton, Francesca Irion, Monica Iacono, and William Ryan. William Shanklin and Teresa Menolascino were absent.

Also in attendance were Library Director Mary Beth Harper and Administration/HR Manager Rita Andreuccetti.

There were no visitors.

There was no correspondence.

The first order of business was the Approval of the Minutes of the January 15, 2019 Regular Board of Trustees Meeting. Monica Iacono moved:

**THEREFORE BE IT RESOLVED:**

That the Minutes of the January 15, 2019 Regular Board of Trustees Meeting be approved as presented.

Ingrid Becton seconded the motion. The motion carried.

The next order of business was the Approval of the February 19, 2019 Accounts Payable. Monica Iacono moved:

**THEREFORE BE IT RESOLVED:**

That the February 19, 2019 Accounts Payable be approved as presented.

Director Harper responded to questions about the invoices. Ingrid Becton seconded the motion. The motion carried.

The monthly credit card statements and the small check register were distributed. Director Harper distributed the financial reports. She noted that the Library will not receive property tax payments until June. There are sufficient funds in reserves to cover expenses until tax payments are received. She stated that a replacement tax payment of \$28,231 was received.

She also reviewed the expenditure lines. She noted that the Group Health line under Employee Benefits was cresting at 15%. The Library makes an annual contribution to staff members that participate in the Health Savings Plan. The Library pays the health insurance a month in advance at the beginning of the year.

In the Director's Report, Mrs. Harper talked about the Week of Workshops: Social Work Series the week of January 21-25 for staff. The social work interns and two staff members held staff instructional meetings on topics such as addictions, local resources, mental health first aid, self-care, and transgender populations. The workshops and the format were well received by staff.

There was no President's Report.

There was no Unfinished Business.

The first item of New Business was the approval of 2018 Annual Report. Ingrid Becton moved:

THEREFORE BE IT RESOLVED, that the 2018 Illinois Public Library Annual Report for the Elmhurst Public Library is approved as presented.

Carol Jacobsen seconded the motion. The motion carried.

The next item of New Business was the Adoption of Annual Resolution for Reserve Funds. Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That the **Library Employee Appreciation Fund** be continued for the Elmhurst Public Library in FY 2019, to be used for employee appreciation as outlined in the agreement between the Library and the donor.

That the **Capital Replacement Fund** be continued for the Elmhurst Public Library in FY 2019, to be used to provide funds for the replacement of all items listed on the Capital Replacement Schedule.

That the **Bond and Interest Fund** be continued for the Elmhurst Public Library in FY 2019, to be used for payment of debt service.

Monica Iacono seconded the motion. The motion carried.

The next item of New Business was the information about Naloxone and Libraries. Trustees discussed information from several articles about the topic. Seventeen area libraries were also surveyed, of which 4 libraries carry Naloxone. The Board agreed to move forward with more information about Naloxone.

Minutes  
Elmhurst Public Library Board of Trustees  
February 19, 2019  
page 3

The first item of Other Business was an invitation to the City of Elmhurst on March 7 from Trustee Iacono.

The next item of Other Business was Trustee Irion shared an idea about reading to your grandchild via facetime at the Library. Director Harper will follow-up the Kids' Library staff.

There being no Other Business, the meeting was adjourned at 8:08 p.m.