

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

President pro tem, Monica Iacono, called the March 19, 2019, Regular Meeting of the Board of Trustees to order at 7:01 p.m. in the Kossmann Room.

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

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

There were no visitors.

The Library received notification from the Public Accessed Board that Closed Session Meeting Minutes were not reviewed within six months. Director Harper noted that the review of closed session meeting minutes are included on the March 19, 2019 agenda.

The first order of business was the Approval of the Minutes of the February 19, 2019 Regular Board of Trustees Meeting. Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the February 19, 2019 Regular Board of Trustees Meeting be approved as presented.

Teresa Menolascino seconded the motion. The motion carried.

The next order of business was the Approval of the March 19, 2019 Accounts Payable. Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

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

Director Harper responded to questions about the invoices. Bill Ryan 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 stated that a replacement tax payment of \$28,231 was received.

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She also reviewed the expenditure lines. She noted that the Postage line under Contractual Services was cresting at 21%. The Library's quarterly newsletter was mailed out earlier in the year.

In the Director's Report, Ms. Harper talked about the recent visit to Skokie Public Library on February 28 for a tour and idea exchange. Staff came away from the visit with some interesting ideas.

Director Harper also mentioned that we have had more complaints about parking. Changes to Library program schedules have been made and now we will start to limit meeting room reservations. Without a parking solution, we are unable to accommodate every request. Administration is always thinking about ways to help alleviate the situation and will keep you informed about our progress.

In the President's report, President pro tem, Monica Iacono mentioned that all Trustees need to complete the Statement of Economic Interest by May 2, 2019.

There was no Unfinished Business.

The first item of New Business was the review of Closed Session Meeting Minutes. Director Harper handed out the closed session minutes to the Trustees. Sue Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Closed Executive Session Minutes from September 20, 2016 remain closed and that the minutes from August 21, 2018 be opened.

William Ryan seconded the motion. The motion carried. Director Harper collected the closed session meeting minutes. She stated she that she will bring the closed session minutes back to the Trustees in six months.

Carol Jacobsen seconded the motion. The motion carried.

The next item of New Business was the Social Workers and Libraries Presentation given by Director Harper.

The next item of New Business was the Lobby Floor/Admin Office renovation. Director Harper noted that staff are meeting with the architects tomorrow. The architects will make a formal presentation to the Board at the meeting next month.

The next item of New Business was policy reviews of Public Conduct, Food and Drink in the Library, and Volunteers. After some discussion, the Public Conduct policy will be further reviewed by staff and brought back to the Board at a later date. Bill Ryan moved:

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THEREFORE BE IT RESOLVED:

That the Food and Drink in the Library Policy and the Volunteer Policy be approved at presented.

Susan Sadowski seconded the motion. The motion carried.

During Other Business, Trustee Jacobsen shared an article from American Libraries about concerns with Narcan administration in libraries.

There being no Other Business, the meeting was adjourned at 8:20 p.m.