

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, May 21, 2019
Kossmann Room, 7:00 p.m.**

President Marsha Baker, called the May 21, 2019, Regular Meeting of the Board of Trustees to order at 7:00 p.m. in the Kossmann Room.

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

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

Visitors in attendance were Head of the Kids' Library Alea Perez, Toastmasters members: Julia Calderon, Valerie Williams, Michael Royster, Carol Henry, and Steven Moskal.

The first order of business was the plaque presentation from the Elmhurst Toastmaster Chapter to the Elmhurst Public Library.

The next order of business was the Approval of the Minutes of the April 16, 2019 Regular Board of Trustees Meeting. Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the April 16, 2019 Regular Board of Trustees Meeting be approved as amended.

William Shanklin seconded the motion. The motion carried.

The next order of business was the Approval of the May 21, 2019 Accounts Payable Monica Iacono moved:

THEREFORE BE IT RESOLVED:

That the May 21, 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 reviewed the expenditure lines. She noted that the Professional Services line under Contractual Services was cresting over due to the \$25,000 payment to the City for services rendered. Under Insurance a refund was issued in April. It is

reflected as a -\$5,321 on the report. She also reviewed the revenue report. A replacement tax payment of \$56,309 was received.

In the Director's Report, Ms. Harper stated that the Library is busy getting ready for Summer Reading and the One Book, One Community programs. Staff from the Kids' Department visit every elementary school in the district to muster excitement about Summer Reading. The Marketing Department produces program and promotional materials. Circulation also gears up for the busy season.

Ms. Harper noted that Alea Perez started as the new Head of the Kids' Library on May 13. She jumped right in getting ready for summer reading with the rest of the department.

There was no President's report.

The first item of Unfinished Business was the presentation of the Lobby/Café Renovation project. Director Harper indicated that the bid opening will be on June 12. If project costs come in as expected, the bids will be brought to the June meeting for approval.

The first item of New Business was the introduction of the new Head of the Kids' Library, Alea Perez.

The next item of New Business was the discussion on Naloxone. Several Trustees asked for additional information. Director Harper indicated that she would reach out the insurance company and the DuPage County Health Department for more information. The matter will be discussed at at a future meeting.

The next order of New Business was the review of the Lost/Damage Materials policy. Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Lost/Damage Materials Policy be approved as presented.

Monica Iacono seconded the motion. The motion carried.

The next item of New Business was discussion on changes to meeting room usage. Director Harper went over the changes and noted that a notice is included in the summer issue of Fine Print.

There being no Other Business, the meeting was adjourned at 8:07 p.m.