

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, August 20, 2019
Kossmann Room, 7:00 p.m.**

President Susan Sadowski called the August 20, 2019 Regular Meeting of the Board of Trustees to order at 7:05 p.m. in the Kossmann Room.

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

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

Lauryn Sadowski was also in attendance.

There was no public comment.

There was no correspondence.

The first order of business was the approval of the Minutes of the July 16, 2019 Regular Board of Trustees Meeting. Monica Iacono moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the July 16, 2019 Regular Board of Trustees Meeting be approved as presented.

Bill Shanklin seconded the motion. The motion carried.

The next order of business was the approval of the Minutes of the July 16, 2019 Executive Session. Director Harper distributed the minutes. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the July 16, 2019 Executive Session be approved as presented.

Carol Jacobsen seconded the motion. The motion carried.

The next order of business was the approval of the August 20, 2019 Accounts Payable. Monica Iacono moved:

THEREFORE BE IT RESOLVED:

That the August 20, 2019 Accounts Payable be approved as presented.

Director Harper responded to questions about the invoices. Marsha Baker 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 revenue and expenditure reports. A property tax payment of \$122,662 was received in July. A replacement tax payment of \$40,436 was also received. On the expenditure report, she reported that the part-time personnel line crests higher during the summer months due the additional staff hired because of Summer Reading.

In the Director's Report, Ms. Harper stated that she is reading the book *Dopesick* by Beth Macy. She noted that because the Board has been discussing staff training on Naloxone administration, Trustees may be interested in reading the book. She indicated that the book is giving her a better understanding of the opioid epidemic. The Trustees agreed that they would like to read the book. Ms. Rodriguez will order copies of *Dopesick* for the Board.

Ms. Harper also mentioned that the new program calendar and online meeting room request system are live. Paper forms will no longer be used for meeting room requests. Patrons may check online to see when a meeting room is available. Room requests will be reviewed within 24 hours on standard business days.

There was no President's report.

The first item of Unfinished Business was the Lobby/Café/Carpet Renovation project. Director Harper stated that the project is going well. She indicated that a tour would be given at the end of the meeting.

The first item of New Business was the IMET Distribution. The Library will see an IMET recovery of \$51,283.49 in the third or fourth quarter of the year. The Library received \$6,045.35 in 2015 and \$10,841.37 in 2018, for a total recovery amount of \$68,170.21.

The next order of New Business was the draft of the 2020 and 2021 Budgets. Mrs. Harper resumed the budget discussion from the July Board meeting. She stated that she will bring the 2020 and 2021 Budgets for approval next month. It will be presented to City Council in November.

The next item of New Business was the Approval of the Service Animals in the Library Policy. Marsha Baker moved:

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THEREFORE BE IT RESOLVED:

That the Service Animals in the Library Policy be approved as presented.

Director Harper indicated that there was a need for a policy to better explain which animals qualify as service animals and are welcomed in the Library. Monica Iacono seconded the motion. The motion carried.

The next item of New Business was the Walk, Ride, and Share Campaign. Director Harper resumed her discussion from the July Board meeting. She noted that throughout the fall, patrons can stop by any service desk to let us know when they walk, ride or share their way to the Library. They will receive a sticker or a magnet to help the Library spread the word to “Walk, Ride, Share your way to the Elmhurst Public Library.”

The first item of Other Business was a reminder from Director Harper. The Illinois Library Association Annual Conference will be held October 22-24 at the Tinley Park Convention Center. Trustee Day is Thursday, October 24. She asked the Trustees to let her know if they would like to attend.

The next item of Other Business was a comment from Vice President Baker. She attended the DuPage Complete Count Committee Meeting earlier in the day and was pleased to see Reference Librarian Alyssa Murphy representing the Library.

The Trustees toured the Lobby/Café/Carpet Renovation project at 7:55 p.m.

There being no Other Business, the meeting was adjourned 8:12 p.m.