

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

President Susan Sadowski called the November 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: Marsha Baker, Carol Jacobsen, Teresa Menolascino, and William Ryan. Ingrid Becton, Monica Iacono, Francesca Irion, and William Shanklin were absent.

Also in attendance were Library Director Mary Beth Harper, Assistant Director Marcy Rodriguez, Admin/HR Manager Rita Andreuccetti, Head of Adult Services, Bryan Blank.

Visitor in attendance was Mr. Joseph Taglia.

There was no correspondence.

There was no public comment.

The first order of business was the approval of the Minutes of the October 15, 2019 Regular Board of Trustees Meeting. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

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

Carol Jacobsen seconded the motion. The motion carried.

The next order of business was the approval of the November 19, 2019 Accounts Payable. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

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

Director Harper responded to questions about the invoices. Teresa Menolascino seconded the motion. The motion carried.

The monthly credit card statements and the small check register were distributed. Director Harper distributed the financial reports. On the revenue report, she noted that a property tax payment of \$240,205 was received in October. A replacement tax payment in the amount of \$70,376, was also received this month. On the expenditure report, she reported that the part-time personnel line

continues to be over budget because two full-time employees are coded in the part-time line. The City of Elmhurst staff was notified and will correct the coding. Ms. Harper answered several questions from the Board.

In the Director's Report, Ms. Harper discussed how the Makery is getting ready for the holiday season. Some of the most popular machines are now on a reservation system. Patrons are able to reserve the laser cutter, Carvey, and the embroidery machine for up to a two-hour session. Ms. Harper also noted that the Marketing Department is busy preparing the 2019 Holiday Gift Guide. Both patrons and staff enjoy the guide for gift giving and as a list of what to read, listen to, or watch.

There was no President's Report.

There was no Unfinished Business.

The first order of New Business was the Patron Suspension Hearing. Director Harper stated that Mr. Joseph Taglia requested a hearing regarding his suspension of Library privileges. She went on to describe procedural matters. Mr. Taglia proceeded to address the Board of Trustees regarding the suspension. Mr. Taglia left the meeting after he addressed the Board. The Trustees discussed the suspension and decided to uphold the suspension. Bill Ryan moved:

THEREFORE BE IT RESOLVED

That the Board of Trustees uphold the suspension of Mr. Joseph Taglia's Library privileges for one year.

Carol Jacobsen seconded the motion. The motion carried.

The next order of New Business was the approval of the Staff Holiday Luncheon. Bill Ryan moved:

THEREFORE BE IT RESOLVED

That the Administrative Staff is authorized to host a holiday luncheon for staff at a cost not to exceed \$1,400.

Carol Jacobsen seconded the motion. The motion carried.

The next order of New Business was the acceptance of the 2018 Annual Audit. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

That the Elmhurst Public Library Board of Trustees accepts the Comprehensive Annual Financial Report for the Elmhurst Public Library, December 31, 2018.

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Director Harper reviewed the Comprehensive Annual Financial Report dated December 31, 2018 with the Board of Trustees. Teresa Menolascino seconded the motion. The motion carried.

The next order of New Business was the ILA Conference Report. Trustee Baker asked if she could wait until next month, so more Trustees could be present. There was a consensus among the Board to postpone the presentation until December.

There being no Other Business, the meeting was adjourned 8:10 p.m.