

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, April 19, 2016
Kossmann Room, 7:00 p.m.**

President Linda Wheaton, called the April 19, 2016 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, Monica Iacono, Ingrid Becton, Carol Jacobsen, Teresa Menolascino, Susan Sadowski, William Ryan, and William Shanklin. Also in attendance were Library Director, Mary Beth Campe, Assistant Director, Marcy Rodriguez, and Administration/HR Manager, Rita Andreuccetti.

There was no public in attendance.

The first order of business was the approval of the Minutes of the March 15, 2016 Regular Board Meeting. Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the March 15, 2016 Regular Board Meeting be approved as presented.

William Shanklin seconded the motion. The motion carried.

The next order of business was the approval of the April 19, 2016 Accounts Payables. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

That the April 19, 2016 check registers be approved for payment.

Monica Iacono seconded the motion. Director Campe responded to questions about the invoices. The motion carried.

Director Campe distributed the monthly credit card statements and the small check register. Ms. Campe presented the revenue and expenditure reports. On the revenue report, she noted that there was no property tax revenue in April. The Library received \$13,625 in replacement tax receipts. Also, there was a transfer from the Working Cash Fund under Other Financial Sources. Marilyn Gaston is in the process of closing out the Library's Working Cash Fund to combine it into Reserves in the General Fund. Director Campe mentioned that Marilyn Gaston is retiring next month. Tom Trosien will take her place. He has been promoted from assistant director of finance.

On the expenditure report, she noted that the Group Health line under Employee Benefits is cresting over and will even out over the course of the year. Under commodities, the Other Non-Print line is also cresting over. There were several alternative collection items that were purchased to offset patron demand. Under Capital Outlay, the Equipment line is over because the snow sweeper was purchased at the beginning of the fiscal year. Overall the other lines are on target. Ms. Campe answered several questions from the Board.

In the Director's Report, Ms. Campe stated the Library received notification that we will receive the Per Capita Grant this year. She noted that circulation statistics were up three percent from March, 2015.

She mentioned that GoPro cameras and Launchpads will soon be available for patrons to checkout. Launchpads are a new product offered by Playaway. These items will be part of the Library of Extraordinary Things. There will be a special article featured in the next Fine Print letting patrons know more about this exciting new collection.

Director Campe was pleased to talk about the Library's newest group, Library Insiders. The Library has created a new line of programs to encourage older children and adults with disabilities to participate in Library activities. More information can be found in the next Fine Print, due out May, 18. She praised the staff for putting this together. She also thanked Trustees Iacono and Sadowski for their input.

There was no President Report.

The first order of Unfinished Business was the makerspace. Director Campe stated that the architects are working on plans for the space. Lead Creative Specialist, Josh Jurss is working along with Administration and others on this project. The group decided on a mission statement and a name. It will be called, the Makery. The mission is:

The Makery at the Elmhurst Public Library provides a hands on creative space for patrons to invent, collaborate, and design as they transform their ideas into reality.

Director Campe anticipates minimal disruption to patrons during this project. She will provide more information at the next meeting.

The first order of New Business was the review of the 2015 Tax Rate. Ms. Campe noted that with property values going up the Equalized Assessed Valuation (EAV) also has gone up, which dropped the tax rate to .3600. She also cited that our actual tax rate is lower because we roll our bond payment into our total levy.

The next order of New Business was the approval of the Reciprocal Borrowing Agreement. Monica Iacono moved:

THEREFORE BE IT RESOLVED that the Elmhurst Public Library Board of Trustees will participate in the statewide reciprocal borrowing program as promulgated by the Illinois State Library for FY 2016.

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William Ryan seconded the motion. The motion passed.

The next order of New Business was the approval of purchase and installation of the panic buttons at service desks. Susan Sadowski moved:

THEREFORE BE IT RESOLVED that Administrative Staff is authorized to approve the purchase and installation of panic buttons at all services desks for a cost not to exceed \$5,900.

Teresa Menolascino seconded the motion. The motion carried.

The next order of New Business was the approval of the parking agreement with the Elmhurst Art Museum. Marsha Baker moved:

THEREFORE BE IT RESOLVED that Administrative Staff is authorized to enter into a Memorandum of Understanding with the Elmhurst Art Museum to rent forty five (45) parking spaces at a rate of four hundred dollars (\$400) per year per space for a total of eighteen thousand dollars (\$18,000). The agreement will be reviewed yearly by Library staff for renewal based on Library parking needs.

Susan Sadowski seconded the motion. Director Campe answered several questions. The motion carried.

The next order of New Business was the review of Library fines and fees. Director Campe noted that there have been several articles published recently about libraries and fines. She reviewed EPL fine and fees policies.

The first order of Other Business was the update on the lighting project on the second floor. Ms. Campe state that it should be completed by the end of June.

There being no Other Business, the meeting was adjourned at 7:45p.m.