

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, April 20, 2021
ELMLIB.ORG/VIRTUAL, 7:00 PM**

This meeting was held virtually via Zoom.

President Susan Sadowski called the April 20, 2021 Regular Meeting of the Board of Trustees to order at 7:05 p.m. via Zoom.

Board members in attendance included: Marsha Baker, Ingrid Becton, Jane Chornij, Carol Jacobsen, Teresa Menolascino, William Ryan, and William Shanklin. Taylor Holop was absent

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

There were no visitors in attendance.

There was no correspondence.

The first order of business was the approval of the Minutes of the March 16, 2021 Regular Board of Trustees Meeting. William Shanklin moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the March 16, 2021 Regular Board of Trustees Meeting be approved as presented.

Ingrid Becton seconded the motion.

Roll call vote:

Ayes: Baker, Becton, Chornij, Jacobsen, Menolascino, Ryan, Shanklin, and Sadowski

Nays: None

Absent: Holop

The motion carried.

The next order of business was the approval of the April 20, 2021 Accounts Payable. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

That the April 20, 2021 Accounts Payable be approved as presented.

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

Roll call vote:

Ayes: Baker, Becton, Chornij, Jacobsen, Menolascino, Ryan, Shanklin, and Sadowski

Nays: None

Absent: Holop

The motion carried.

Director Harper discussed the financial reports. She stated that the Library will not receive property tax payments until the end of May. There are sufficient funds in reserves to cover expenses until tax payments are received. She noted that a replacement tax payment of \$14,961 was received. On the expenditure report, Ms. Harper mentioned that the Library is hiring several positions.

In the Director's Report, Ms. Harper stated that the Library is seeing a steady increase in patron visits now that vaccination rates are rising. The Library plans to incrementally add more services and allow for longer visits as the community feels more comfortable in public spaces. She also mentioned that an anonymous survey was sent to staff to gauge the level of staff vaccination. As of this reporting, 60% of staff replied to the survey and 72% of the respondents were either fully vaccinated or partially vaccinated. The Library does not require that staff vaccinate, but strongly encouraged them to and allowed for paid time off to get vaccinated and recover, if necessary.

Ms. Harper stated that next month she plans to bring a Fund Balance Policy and a presentation on going Fine Free. She also received notification that the parking lot is tentatively scheduled to be resurfaced sometime in May. It is projected to take 5 weeks, but it is also contingent on the weather.

There was no President's report.

There was no Unfinished Business.

The next order of New Business was the approval to purchase services for Library App Creation. Bill Ryan moved:

THEREFORE BE IT RESOLVED that Administrative staff is authorized to purchase services from CapiraMobile for app creation at a cost not to exceed \$6,000.

Director Harper stated that the Marketing Department would like to move forward with purchasing services from CapiraMobile to create a customized mobile library app. The app will provide greater functionality and ease of use on mobile devices for our patrons. Carol Jacobsen seconded the motion.

Roll call vote:

Minutes
Elmhurst Public Library Board of Trustees
April 20, 2021
page 3

Ayes: Baker, Becton, Chornij, Jacobsen, Menolascino, Ryan, Shanklin, and Sadowski
Nays: None
Absent: Holop

The motion carried.

The first item of New Business was the approval of Participation in Reciprocal Borrowing Agreement. Ingrid Becton 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 2021.

Director Harper stated each year, the Board of Trustees must inform the Illinois State Library whether or not the Elmhurst Public Library will participate in the statewide reciprocal borrowing program. This program allows public library cardholders across the state to use their local library cards at all participating libraries. Carol Jacobsen seconded the motion.

Roll call vote:
Ayes: Baker, Becton, Chornij, Jacobsen, Menolascino, Ryan, Shanklin, and Sadowski
Nays: None
Absent: Holop

The motion carried.

There being no Other Business, the meeting was adjourned at 7:35 p.m.