

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, August 17, 2021
ELMLIB.ORG/VIRTUAL, 7:00 PM**

This meeting was held both virtually via Zoom and in-person in the Kossmann Room.

President Susan Sadowski called the August 17, 2021 Regular Meeting of the Board of Trustees to order at 7:03 p.m. via Zoom.

Board members in attendance in the Kossmann Room included: Marsha Baker, Jane Chornij, Susan Sadowski, and William Shanklin.

Trustees Ingrid Becton, Carol Jacobsen, and Bill Ryan were in attendance via Zoom.

Trustees Taylor Holop and Teresa Menolascino were absent.

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

The first order of business was administration of the oath of office to newly reappointed Board members Susan Sadowski, Ingrid Becton, and William Ryan. Vice-President Marsha Baker administered the oath.

There were no visitors.

There was no public comment.

The first order of business was the approval of the Minutes of the July 20, 2021 Regular Board of Trustees Meeting. Bill Shanklin moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the July 20, 2021 Regular Board of Trustees Meeting be approved as presented.

Carol Jacobsen seconded the motion.

Roll call vote:

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

Nays: None

Absent: Holop and Menolascino

The motion carried.

The next order of business was the approval of the Minutes of the July 20, 2021 Executive Session.

Director Harper distributed the minutes. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the July 20, 2021 Executive Session be approved as presented.

Ingrid Becton seconded the motion. The motion carried.

The next order of business was the approval of the August 17, 2021 Accounts Payable. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

That the August 17, 2021 Accounts Payable be approved as presented.

Director Harper responded to questions about the invoices. Bill Shanklin seconded the motion.

Roll call vote:

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

Nays: None

Absent: Holop and Menolascino

The motion carried.

Director Harper discussed the financial reports. She noted that a property tax payment of \$345,845 and a replacement tax payment of \$65,647 were received. Ms. Harper stated there is no rental income because Brewpoint is not open yet.

Under the expenditure report, Director Harper noted that July was a three paycheck month. Ms. Harper noted that the salary line is cresting under because there are a number of vacant positions due to retirements and resignations. She mentioned that the Library is hiring to replace some of the positions.

In the Director's Report, Ms. Harper stated that the new edition of *Fine Print* is available and is filled with interesting programs for fall. Most programs are in-person with some virtual options to accommodate people who prefer to attend from home. If new guidelines are issued by the State, the Library is prepared to pivot to a virtual environment. Ms. Harper also noted that Administration received notification from the State of Illinois that the Library was awarded the Per Capita Grant this year.

In the President's Report, Ms. Sadowski mentioned that the Summer Reading numbers were good this year.

The first order of Unfinished Business was the approval of the 2022, 2023 budget and the Fund Balance Report. Mrs. Harper resumed the budget discussion from the July Board meeting. She highlighted a change in the Fund Balance Report under Expenditures, in the Salaries and Wages line. Director Harper suggested a pay raise increase from 2% to 4%. She stated that the pay raise is merit based. The reason for the increase is to widen the gap between minimum wage and staff members closest to the \$15 threshold. Director Harper stated that she wants to avoid wage compression, which occurs when there is little or no difference in the pay of existing staff and those newly hired staff regardless of experience, skills, grade, or longevity. After a lengthy discussion the Board of Trustees, William Shanklin moved:

THEREFORE BE IT RESOLVED:

That the 2022, 2023 budget be approved as presented.

Marsha Baker seconded the motion.

Roll call vote:

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

Nays: None

Absent: Holop and Menolascino

The motion carried.

The first order of New Business was the approval of the Parental Leave Policy. Director Harper stated that this is a new policy for EPL. Several libraries in the Chicago Suburban Area adopted this policy a few years ago. Since then, more libraries are offering this paid-leave benefit. Eligible employees must be employed with the Library for at least 12 consecutive months and the benefit is not offered to temporary employees or interns. The Library will provide up to 8 weeks of paid parental leave to eligible employees following the birth of an employee's child or the placement of a child with an employee in connection with adoption or foster care. Admin/HR Manager Rita Andreuccetti also reviewed the policy with the Board of Trustees and answered several questions. Bill Shanklin moved:

THEREFORE BE IT RESOLVED:

That the Parental Leave Policy is approved as presented.

Marsha Baker seconded the motion.

Roll call vote:

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

Nays: None

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Absent: Holop and Menolascino

The motion carried.

In Other Business, Director Harper announced that the Library earned its Earth Flag from SCARCE. SCARCE is an award-winning environmental education non-profit organization. Ms. Harper invited Trustees to attend the flag ceremony, which will be held on September 21, at 6:30 p.m. in the Kossmann Room.

There being no Other Business, the meeting was adjourned 8:16 p.m.