

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, December 21, 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 December 21, 2021 Regular Meeting of the Board of Trustees to order at 7:00 p.m.

Board members in attendance in the Kossmann Room included: Marsha Baker, Jane Chornij (7:05 p.m.), Carol Jacobsen and William Shanklin.

Trustees Ingrid Becton and Taylor Holop were in attendance via Zoom.

Trustees Teresa Menolascino and Bill Ryan were absent.

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

There was no correspondence.

There was no public comment.

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

THEREFORE BE IT RESOLVED:

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

Carol Jacobsen seconded the motion.

Roll call vote:

Ayes: Baker, Becton, Holop, Jacobsen, Shanklin, and Sadowski

Nays: None

Absent: Chornij, Menolascino, and Ryan

The motion carried.

The next order of business was the approval of the December 21, 2021 Accounts Payable. Carol Jacobsen moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the December 21, 2021 Accounts Payable be approved as presented.

William Shanklin seconded the motion.

Roll call vote:

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

Nays: None

Absent: Menolascino and Ryan

The motion carried.

Director Harper discussed the financial reports. She stated that a property tax payment of \$63,680 was received. The last property tax payment for the year is expected in December. Ms. Harper also noted that the Library received more income than expected from replacement tax and the State per-capita grant.

Under the expenditure report, Director Harper noted that December will be a three paycheck month.

In the Director's Report, Ms. Harper stated that EPL received a Five-star designation for the fifth year in a row. The data for the rankings is compiled from FY 2019. This year, 5608 libraries from across the U.S. qualified to be rated and 262 are Star Libraries. The rankings designated three-Stars, four-Stars, or five-Stars with five-Stars being the highest. She noted that EPL's high ranking is based on usage statistics such as: circulation, e-circulation, visits, program attendance, computer usage, wi-fi sessions, and public computers.

The Department Head team continues to closely monitor the spike in COVID-19 cases and will adjust as necessary. At this time some programs are shifting to virtual or are postponed and will be rescheduled for a later date. There is a no plan to shift service, but the Library will pivot if needed.

In the President's Report, Ms. Sadowski reminded the Board about the strategic plan kick-off meeting on January 18 at 5 p.m.

There was no Unfinished Business.

The next order of New Business was the approval of Directors and Officers Insurance Renewal. Marsha Baker moved:

THEREFORE BE IT RESOLVED

That the Directors and Officers Insurance Renewal be approved for the period of January 9, 2022 to January 9, 2023 for a premium of \$6,099.00.

Carol Jacobsen seconded the motion.

Roll call vote:

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

Nays: None

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Absent: Menolascino and Ryan

The motion carried.

The next order of New Business was the Approval to transfer the annual interest from the Library Employee Appreciation Fund to the Operating Fund. Bill Shanklin moved:

THEREFORE BE IT RESOLVED.

That the interest earned in the Library Employee Appreciation Fund for FY 2021 be transferred to the Operating Fund to cover expenditures this fiscal year.

Director Harper stated that this year's interest as of 10/30/2021 is approximately \$5.24. A small amount of additional interest will post for November and December. The annual interest was spent on staff enrichment.

Taylor Holop seconded the motion.

Roll call vote:

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

Nays: None

Absent: Menolascino and Ryan

The motion carried.

The next order of New Business was the Approval of the Sale of Nonresident Library Cards. Carol Jacobsen moved:

THEREFORE BE IT RESOLVED:

That, effective January 1, 2022, the Elmhurst Public Library will provide library cards to people without public library service living within the boundaries of Elmhurst Community Unit School District 205 by applying the same tax rate paid by Elmhurst homeowners to the equalized assessed valuation of nonresident property. For this same service, renters will pay a fee equal to 20% of one month's rent.

Marsha Baker seconded the motion.

Roll call vote:

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

Nays: None

Absent: Menolascino and Ryan

The motion carried.

The next order of New Business was the Establishment of 2022 Regular Monthly Board Meetings. Bill Shanklin moved:

THEREFORE BE IT RESOLVED:

That, the 2022 Regular Monthly Board Meetings be approved as presented.

Tuesday, January 18, 2022	7:00 p.m.	Kossmann Room
Tuesday, February 15, 2022	7:00 p.m.	Kossmann Room
Tuesday, March 15, 2022	7:00 p.m.	Kossmann Room
Tuesday, April 19, 2022	7:00 p.m.	Kossmann Room
Tuesday, May 17, 2022	7:00 p.m.	Kossmann Room
Tuesday, June 21, 2022	7:00 p.m.	Kossmann Room
Tuesday, July 19, 2022	7:00 p.m.	Kossmann Room
Tuesday, August 16, 2022	7:00 p.m.	Kossmann Room
Tuesday, September 20, 2022	7:00 p.m.	Kossmann Room
Tuesday, October 18, 2022	7:00 p.m.	Kossmann Room
Tuesday, November 15, 2022	7:00 p.m.	Kossmann Room
Tuesday, December 20, 2022	7:00 p.m.	Kossmann Room

Ingrid Becton seconded the motion.

Roll call vote:

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

Nays: None

Absent: Menolascino and Ryan

The motion carried.

There being no Other Business, the meeting was adjourned at 7:27 p.m.