

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, March 15, 2022
Kossmann Room
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 March 15, 2022 Regular Meeting of the Board of Trustees to order at 7:02 p.m.

Board members in attendance in the Large Meeting Room included: Marsha Baker, Jane Chornij, Carol Jacobsen, Teresa Menolascino, and William Shanklin (7:13 pm.)

Trustee Taylor Holop was in attendance via Zoom.

Trustees Ingrid Becton 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 were no visitors in attendance.

There was no correspondence.

The first order of business was the approval of the Minutes of the February 15, 2022 Regular Board of Trustees Meeting. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the February 15, 2022 Regular Board of Trustees Meeting be approved as presented.

Carol Jacobsen seconded the motion.

Roll call vote:

Ayes: Baker, Chornij, Holop, Jacobsen, Menolascino, and Sadowski

Nays: None

Absent: Becton, Ryan, Shanklin

The motion carried.

The next order of business was the approval of the Minutes of the February 15, 2022 Special Board of Trustees Meeting. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

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That the Minutes of the February 15, 2022 Special Board of Trustees Meeting be approved as presented.

Carol Jacobsen seconded the motion.

Roll call vote:

Ayes: Baker, Chornij, Holop, Jacobsen, Menolascino, and Sadowski

Nays: None

Absent: Becton, Ryan, Shanklin

The motion carried.

The next order of business was the approval of the March 15, 2022 Accounts Payable. Marsha Baker moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the March 15, 2022 Accounts Payable be approved as presented.

Carol Jacobsen seconded the motion.

Roll call vote:

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

Nays: None

Absent: Becton and Ryan

The motion carried.

Director Harper discussed the financial reports. She reiterated that the Library will not receive property tax payments until June. There are sufficient funds in reserves to cover expenses until tax payments are received.

Ms. Harper reviewed the expenditure report. She noted that the Group Health line under Employee Benefits is cresting at 22%. She stated that the Library makes an annual contribution to staff members that participate in the Health Savings Plan. The Library pays the health insurance a month in advance at the beginning of the year.

In the Director's Report, Ms. Harper stated that Librarians Alyssa Murphy and Patti Palmer presented a program for the League of Women Voters on censorship and banned books. There were more than 30 attendees virtually. Community members expressed their gratitude that the League and the Library collaborated to present this timely program.

Director Harper also noted that the new laser cutter has arrived. After some training, it will be available to patrons. Feedback has been positive so far. Staff report that the new machine is much easier to use than the old one.

She also reminded the Board of Trustees that the Statement of Economic Interest needs to be submitted by May 2, 2022.

There was no President's Report.

The first order of Unfinished Business was the strategic plan. Director Harper gave an update about the surveys to staff, the Board, and the community. Ms. Harper asked about the strategic planning session in June. Would the Board prefer to meet at the Library or somewhere else? There was a consensus to schedule a meeting on Wednesday, June 22 from 9 a.m. – 5 p.m. at the Library.

The first order of New Business was the review of the closed session meeting minutes. Director Harper asked for a continuation because she did not bring the minutes to the meeting. Carol Jacobsen moved:

THEREFORE BE IT RESOLVED:

That the review of the closed session meeting minutes is postponed until next month.

Roll call vote:

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

Nays: None

Absent: Becton and Ryan

The motion carried.

The next item of New Business was to approve the Food and Drink in the Library Policy. Director Harper stated that no updates were needed, unless the Board proposed any changes. There was a consensus that no revisions were needed. Bill Shanklin moved:

THEREFORE BE IT RESOLVED:

That the Food and Drink in the Library Policy be approved as presented.

Roll call vote:

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

Nays: None

Absent: Becton and Ryan

The motion carried.

In the first item of Other Business, Trustee Baker complimented Librarians Alyssa Murphy and Patti Palmer's presentation to the League of Women Voters. Director Harper talked about the Library's role in educating the community on censorship. She stated that Library leaders are creating a self-learning module on censorship that will be available online. It will be presented to staff first and then it will be rolled out to the community.

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Trustee Carol Jacobsen asked if there were any concerns about meeting room usage. Director Harper stated that she had not heard of any issues with the meeting rooms.

There being no Other Business, the meeting was adjourned at 7:42 p.m.