

**MINUTES  
ELMHURST PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Tuesday, August 16, 2022  
Kossmann Room  
or Virtual at [ELMLIB.ORG/VIRTUAL](https://elmlib.org/virtual), 7:00 PM**

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

President Susan Sadowski called the August 16, 2022 Regular Meeting of the Board of Trustees to order at 7:02 p.m.

Board members in attendance in the Kossmann Room included: Ingrid Becton, Taylor Holop, Carol Jacobsen, Bill Ryan, and William Shanklin.

Trustee Marsha Baker, Jane Chornij, and Teresa Menolascino 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 public comment.

The first order of business was the approval of the Minutes of the July 19, 2022 Regular Board of Trustees Meeting. Carol Jacobsen moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the July 19, 2022 Regular Board of Trustees Meeting be approved as presented.

Bill Shanklin seconded the motion.

Roll call vote:

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

Nayes: None

Absent: Baker, Chornij, Menolascino

The motion carried.

The next item of business was the approval of the Executive Session Minutes.

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Director Harper distributed the minutes. Bill Ryan moved:

THEREFORE BE IT RESOLVED:

That the Executive Session Minutes dated July 19, 2022 be approved as presented.

Carol Jacobsen seconded the motion.

Roll call vote:

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

Nays: None

Absent: Baker, Chornij, Menolascino

The motion carried.

The next order of business was the approval of the August 16, 2022 Accounts Payable. Taylor Holop moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the August 16, 2022 Accounts Payable be approved as presented.

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

Roll call vote:

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

Nays: None

Absent: Baker, Chornij, Menolascino

The motion carried.

Director Harper discussed the financial reports. She noted that a property tax payment of \$36,259 and a replacement tax payment of \$122,869 were received.

Ms. Harper reviewed the expenditure report. She stated that under Contractual Services, Postage is cresting higher due to the mailing out of the Fine Print newsletter. Ms. Harper answered several questions from the Board.

In the Director's Report, Ms. Harper stated that the new Head of the Kids' Library will start on August 29. She is coming from Mount Prospect Public Library where she is the department head of their children's department.

There was no President's Report.

The first order of Unfinished Business was the approval of the 2023, 2024 budget. Mrs. Harper resumed the budget discussion from the July Board meeting. She stated that the 2024 numbers have been added for presentation to City Council in November. Director Harper answered several questions about the budget.

Bill Ryan moved:

THEREFORE BE IT RESOLVED:

That the 2023, 2024 budget be approved as presented.

Carol Jacobsen seconded the motion.

Roll call vote:

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

Nayes: None

Absent: Baker, Chornij, Menolascino

The motion carried.

The first order of New Business was the approval of the bid to replace carpet. Director Harper discussed the bids and answered questions from the Board. Bill Shanklin moved:

THEREFORE BE IT RESOLVED THAT the Board of Trustees of the Elmhurst Public Library accepts the lowest qualified bid from Commercial Carpet Consultants for the replacement of carpet upstairs and in the meeting rooms. The total of the bid is \$225,690.

Carol Jacobsen seconded the motion.

Roll call vote:

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

Nayes: None

Absent: Baker, Chornij, Menolascino

The motion carried.

The next order of New Business was the destruction of an Executive Session Recording. According to State statute, the Board can vote to destroy closed meeting recordings 18 months after the closed meeting as long as the Library has approved written minutes from that meeting. Bill Ryan moved:

Therefore be it resolved that the recording of the Executive Session dated: 11/17/2020 is approved for destruction.

Carol Jacobsen seconded the motion.

Roll call vote:

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

Nayes: None

Absent: Baker, Chornij, Menolascino

The motion carried.

The next order of New Business were the reviews of the Collection Management Policy, Freedom to Read Statement, and Freedom to View Statement. Director Harper stated that the Collection Management Policy is reviewed every three years. She noted that the policy was reviewed by the Collection Management Manager and by herself. There were no changes recommended at this time. Director Harper noted that the Reconsideration Forms have been consolidated into one form that now includes not only library materials, but also programs, exhibits, and displays. Director Harper answered several questions from the Board. Bill Ryan moved:

THEREFORE BE IT RESOLVED

That the following policy and statements be approved as presented: Collection Management Policy, Freedom to Read, and Freedom to View.

Bill Shanklin seconded the motion.

Roll call vote:

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

Nayes: None

Absent: Baker, Chornij, Menolascino

The motion carried.

There being no Other Business, the meeting was adjourned 8:50 p.m.