

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, May 19, 2015
Kossmann Room, 7:00 p.m.**

President Linda Wheaton called the May 19, 2015 meeting of the Board of Trustees to order at 7:01 p.m. in the Kossmann Room.

Board members in attendance included, Linda Wheaton, Marsha Baker, Carol Jacobsen, Susan Sadowski, Monica Iacono, Teresa Menolascino and William Shanklin. William Ryan and Ingrid Becton were absent. Also in attendance were Library Director, Mary Beth Campe, Assistant Director of Public Services, Catherine Ingram, Administration/HR Manager, Rita Andreuccetti and Public Information Coordinator, Cheryl Moore.

There were no visitors.

The first order of business was the approval of the Minutes of the April 21, 2015 Regular Board Meeting. Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the April 21, 2015 Regular Board Meeting be approved as presented.

Marsha Baker seconded the motion. The motion carried.

The second order of business was the approval of the May 19, 2015 Accounts Payable. William Shanklin moved:

THEREFORE BE IT RESOLVED:

That the April 21, 2015 check register be approved for payment.

Monica Iacono seconded the motion. Director Campe responded to questions about the invoices. The motion carried.

Director Campe distributed the monthly credit card statements and the small check register. She noted 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. She stated that the incomes were on target.

She also reviewed the expenditure lines. She reported that the spending was on target. She further noted the professional services line indicating that we made our annual payment to the

City of Elmhurst for administrative services had been made. A few of the budget lines contain elements of the 2nd floor remodeling project. The project should come in on budget.

In her Director's Report, Ms. Campe spoke about the opening of the new Teen Space. Teens are quickly discovering the space and using the many features. The white boards seem particularly popular.

Campe also wanted to give a "shout out" to all of the employees involved in programming. The new FinePrint newsletter contains an abundance of creative and informative programming. Campe pointed to recent EPL staff reorganization as one of the reasons for the success. Kim Calkins now oversees the programming efforts from multiple departments.

A similar staffing model has also been put in place for EPL collection management. Marcy Rodriguez, Assistant Director of Administrative Services, oversees the entire collection including spending, space management, weeding, long term planning, and budgeting. Likewise, this has made the Library as a whole more successful in how we manage the collection.

There was no President's Report

The first item of Unfinished Business was the Adult Services Department Reconfiguration Project. Ms. Campe reviewed the cost accrual of the project. Ms. Campe responded to several questions.

The next item of Unfinished Business was the Tour of ADS Construction Area. The Board agreed to take the tour at the end of the meeting.

The first item of New Business was a review of the Strategic Plan review project. Director Campe talked about the process so far and reviewed some of the major themes. The board discussed possible dates for a special board meeting where board members can share their ideas for short and long term goals.

The second order of New Business was a review of the Director's evaluation procedure and form.

The third item of New Business was the approval of the revised policy on Volunteer and Community Service Positions. William Shanklin moved:

THEREFORE BE IT RESOLVED

that the Elmhurst Public Library Board of Trustees approves the revisions to the Policy on Volunteer and Community Service Positions as presented..

Susan Sadowski seconded the motion. The motion carried.

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The fourth item of New Business was a discussion about the Service to Community Groups policy. Director Campe advised that the policy was redundant and not being enforced. Marsha Baker moved:

THEREFORE BE IT RESOLVED

that the Elmhurst Public Library Board of Trustees approves the elimination of the Service to Community Groups policy.

Teresa Menolascino seconded the motion. The motion carried.

The Board toured the ADS construction area.

There being no other business, the meeting adjourned at 8:25 p.m.

Monica Iacono, Secretary