

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, August 16, 2016
Kossmann Room, 7:00 p.m.**

President Marsha Baker, called the August 16, 2016 Regular meeting of the Board of Trustees to order at 7:06 p.m. in the Kossmann Room.

Board members in attendance included, Monica Iacono, Ingrid Becton, Carol Jacobsen, Teresa Menolascino, Susan Sadowski, and William Ryan. William Shanklin was absent. Also in attendance were Library Director, Mary Beth Harper, Assistant Director, Marcy Rodriguez, and Administration/HR Manager, Rita Andreuccetti.

Visitors in attendance were Roy McCampbell, Linda Wheaton, Jon Baker, and League of Women Voters representative Annette Armstrong.

The first order of business was administration of the oath of office to newly reappointed Board members William Shanklin, Carol Jacobsen, and Marsha Baker. William Shanklin was absent. Secretary Ingrid Becton administered the oath.

During public comment, Annette Armstrong noted the League of Women Voters and the Library are cosponsoring a program on identity theft on December 1.

The next order of business was the approval of the Minutes of the July 19, 2016 Executive Session. Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the July 19, 2016 Executive Session be approved as presented.

William Ryan seconded the motion. The motion carried.

The next order of business was the approval of the Minutes of the July 19, 2016 Regular Board Meeting. Monica Iacono moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the July 19, 2016 Regular Board Meeting be approved as presented.

Susan Sadowski seconded the motion. The motion carried.

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The next order of business was the approval of the August 16, 2016 Accounts Payables Monica Iacono moved:

THEREFORE BE IT RESOLVED:

That the August 16, 2016 check registers be approved for payment.

Ingrid Becton seconded the motion. Director Harper responded to questions about the invoices. The motion carried.

Director Harper distributed the monthly credit card statements and the small check register. Ms. Harper presented the revenue and expenditure reports. On the revenue report, she noted that the Library received another property tax payment and a replacement tax payment.

On the expenditure report, Ms. Harper noted that most of the lines are cresting on target. The Program line under Contractual Services is high because of the summer programming schedule. The Water line under Contractual Services is cresting higher due increases in the cost of water. Ms. Harper further noted that under Commodities, Other Non Print is cresting high due to the popularity of the Library of Extraordinary Things collection. Ms. Harper answered several questions from the Board.

In the Director's Report, Ms. Harper stated that the furniture to complete the second floor renovation has arrived. The old furniture was posted to the Reaching Across Illinois Library System website for libraries to take for free. Assistant Director, Marcy Rodriguez, spoke about Staff Institute Day.

In the President's Report, Ms. Baker stated that the Library is sad to see Linda Wheaton no longer on the Board but they wish her well in her new home.

The first order of Unfinished Business was the makerspace. Director Harper presented the timeline for the makerspace.

The first order of New Business was the review of Closed Executive Session Minutes. Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That the close executive session minutes for Tuesday, July 19, 2016, Tuesday, July 15, 2014 and Tuesday, July 21, 2015 be opened.

Bill Ryan seconded the motion. The motion carried.

The next order of New Business were policy reviews. Monica Iacono moved:

THEREFORE BE IT RESOLVED:

That the Ethics Statement For Library Trustees be adopted as presented.

Susan Sadowski seconded the motion. The motion carried.

Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Freedom to Read Statement be approved as presented.

Ingrid Becton seconded the motion. The motion carried.

Bill Ryan moved:

THEREFORE BE IT RESOLVED:

That the Library Bill of Rights be approved as presented.

Monica Iacono seconded the motion. The motion carried.

Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Purchasing policy be approved as presented.

Menolascino seconded the motion. The motion carried.

The next order of New Business was FOIA/ADA. Director Harper presented Mr. Roy McCampbell's FOIA requests for the Board to review. She stated that the ADA Policy is now on the Library's website. Director Harper is the ADA Compliance Officer for the Library. At the September Board Meeting, Director Harper will present a review of training that staff members have participated in for serving patrons with special needs. She noted that at the last meeting Mr. McCampbell suggested that additional training be offered about autism. She welcomed the suggestion. There were no questions from the Board.

The next order of New Business was the Resolution of Appreciation for Linda Wheaton.

RESOLUTION OF APPRECIATION FOR

Linda Wheaton

Whereas, Linda Wheaton served on the Board of Trustees of the Elmhurst Public Library with outstanding dedication and commitment for 11 years; and

Whereas, she served as the President of the Board from 2013-2016; and

Whereas, the Library completed a major renovation of the Adult Services Department that enhanced service to Elmhurst Residents by adding new amenities such as: new study rooms, a new Teen Area, Creative Studios, a Business Center and a Fireplace during her tenure; and

Whereas, the Library celebrated its 100 year anniversary, which included an anniversary celebration for the community; and

Whereas, services to children were a major focus to Linda because she spent many years teaching the youth of Elmhurst to develop a love of reading; and

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Whereas, the Board of Trustees approved money to be budgeted for the future renovation of the Kids' Department during her term as President; and

Whereas, she participated in Library events and used the Library often to access materials and information to support her love of learning.

THEREFORE, BE IT HEREBY

Resolved, that we, the Library Board of Trustees, on behalf of the Library staff and the people of the Elmhurst community, express sincere gratitude and appreciation of Linda Wheaton's exemplary contributions to the Library during her years of service on the Library Board.

Adopted: August 16, 2016

Marsha Baker, President
Monica Iacono, Vice President
Carol Jacobsen
Ingrid Becton
Teresa Menolascino
William E. Ryan
Sue Sadowski
Bill Shanklin

The first item of Other Business was a comment from Carol Jacobsen. She noted that Oak Park Public Library hosts a One Book One Oak Park program. Director Harper stated she would pass the suggestion along to the Reader's Advisory Librarian.

There being no Other Business, the meeting was adjourned at 7:56p.m.