

ATTACHMENT A

**MINUTES
ELMHURST PUBLIC LIBRARY
BOARD OF TRUSTEES
Tuesday, July 18, 2017
Kossmann Room, 7:00 p.m.**

President Marsha Baker called the July 18, 2017, Regular Meeting of the Board of Trustees to order at 7:04 p.m. in the Kossmann Room.

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

There were no visitors in attendance.

The first order of business was the approval of the June 20, 2017 Regular Board of Trustees Meeting. Susan Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the June 20, 2017 Regular Board of Trustees Meeting be approved as presented.

Monica Iacono seconded the motion. The motion carried.

The next order of business was the approval of the July 18, 2017 Accounts Payable. Monica Iacono moved:

THEREFORE BE IT RESOLVED:

That the July 18, 2017 Accounts Payable be approved as presented.

Director Harper responded to questions about the invoices. Susan Sadowski seconded the motion. The motion carried.

Director Harper distributed the monthly credit card statements and the small check register. She reviewed the revenue and expenditure. On the revenue report, she noted that the Library received its first tax payment for the year.

On the expenditure report, she noted that group health under employee benefits continues to crest higher and will even out in December. The Audit was completed this month. Ms. Harper answered several questions from the Board.

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In the Director's Report, Ms. Harper noted that the Makery open house hosted approximately 175 participants. Staff members demonstrated Makery equipment and offered project ideas. Patrons seemed very impressed with the new space.

The Summer Reading program is going well. The Kids' Department continues to be very busy. Many adult summer reading participants are also participating in the Library's One Book discussions.

Trustee Sadowski asked about the decrease program attendance statistics. Director Harper noted that there were a few large programs, such as Movie in the Park and the Eric Carl offered in 2016 that were not repeated in 2017.

There was no President's Report.

The first order of Unfinished Business was the Kids' Library Renovation. Director Harper indicated that staff met with the architects to select the furniture. She briefly discussed a tentative timeline. The project may start in November and will take approximately 6 months to complete.

The first order of New Business was Acceptance of the 2018 Budget with 2019 Projections. Director Harper discussed a change from the 2018 Budget that was presented last month. After answering several questions Sue Sadowski moved:

THEREFORE BE IT RESOLVED:

That the 2018 Budget with 2019 Projections be approved as presented.

Francesca Irion seconded the motion. The motion carried.

The next order of New Business was the Acceptance of Annual Audit. Monica Iacono moved:

THEREFORE BE IT RESOLVED:

That the Elmhurst Public Library Board of Trustees accepts the Comprehensive Annual Financial Report for the Elmhurst Public Library, December 31, 2016.

Teresa Menolascino seconded the motion. The motion carried.

The next order of New Business was the discussion about the Library café and Brewpoint Coffee. Director Harper indicated that she met with Brewpoint owner, Melissa Villanueva. Ms. Villanueva expressed an interest selling Brewpoint coffee in the café after More Than Mocha vacates the premises. Director Harper will have the attorney review the current concessionaire agreement. Trustees indicated that they would like to move forward with Brewpoint.

There being no New Business, at 8:00 p.m. Marsha Baker took a roll call vote to convene in Executive Session Board to discuss Personnel matters.

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Carol Jacobsen Yes

Teresa Menolascino Yes

Monica Iacono Yes

Sue Sadowski Yes

Teresa Menolascino Yes

Francesca Irion Yes

The Board moved into executive session at 8:00 PM.

The Board moved back into regular session at 8:27 PM.

The Board voted to increase Director Harper's salary by a set amount. Director Harper was called into the meeting and the Board discussed the performance review with her.

There being no Other Business, the meeting was adjourned at 8:45 PM.

