

**MINUTES  
ELMHURST PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Tuesday, May 16, 2023  
Kossmann Room  
7:00 PM**

This meeting was held in-person in the Kossmann Room.

President Marsha Baker called the May 16, 2023 Regular Meeting of the Board of Trustees to order at 7:00 p.m.

Board members in attendance in the Kossmann Room included: Marsha Baker, Carol Jacobsen, William Shanklin, Taylor Holop, Teresa Menolascino, and Sue Sadowski.

Trustees Bill Ryan, Ingrid Becton, and Jane Chornij were absent.

Also in attendance was Library Director Mary Beth Harper.

There were no visitors in attendance.

There was no correspondence.

The first order of business was the approval of the Minutes of the April 18, 2023 Regular Board of Trustees Meeting. Trustee Baker moved:

THEREFORE BE IT RESOLVED:

That the Minutes of the April 18, 2023 Regular Board of Trustees Meeting be approved as presented.

Trustee Jacobsen seconded the motion.

Vote:

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

Nays: None

Absent: Ryan, Becton, and Chornij

The motion carried.

The next order of business was the approval of the May 16, 2023 Accounts Payable. Trustee Sadowski moved:

THEREFORE BE IT RESOLVED:

The May 16, 2023 Accounts Payable be approved as presented.

Trustee Jacobsen seconded the motion.

Director Harper responded to questions about the invoices.

Vote:

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

Nays: None

Absent: Becton, Chornij, and Ryan

The motion carried.

Director Harper discussed the financial reports. A replacement tax payment of \$95,189 was received. 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 first lease payment for the circulation system under Auto Circ System was paid this month.

In the Director's Report, Ms. Harper noted that City staff installed Umbrella Sky on the vacant lot at the end of the parking lot. She also reported that staff held a successful Celebrations Showcase in the Large Meeting Room that was well attended by patrons.

Director Harper also reported that she presented the Strategic Plan to each Department. Department Heads will work on meeting goals within their areas.

Board Members commented on the Library's presence at Art in the Park. Makery attendance was also mentioned. The Board gave kudos to staff who continue to come up with creative ideas to keep Library spaces fresh and exciting for patrons.

President Baker commented on how pleased she is that in Elmhurst, we all work together to make the Library great. She included the staff, the Board, and the community in her comments.

There was no unfinished business.

The first item of New Business was the review of the Library Bill of Rights.

Trustee Sadowski moved:

THEREFORE BE IT RESOLVED:

That the Library Bill of Rights be affirmed as is.

Trustee Jacobsen seconded the motion.

Minutes  
Elmhurst Public Library Board of Trustees  
May 16, 2023  
page 3

Vote:

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

Nays: None

Absent: Chornij, Becton, and Ryan

The motion carried.

The next item of new business was the Approval to Purchase New Office Chairs.

Trustee Holop moved:

THEREFORE BE IT RESOLVED that administrative staff is authorized to purchase 14 task chairs and 1 drafting chair at a cost not to exceed \$6,995.00.

Trustee Menolascino seconded the motion.

Vote:

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

Nays: None

Absent: Ryan, Chornij, and Becton

The next item of new business was the approval to Purchase AV Equipment for the Kids' Program Room.

Trustee Menolascino moved:

THEREFORE BE IT RESOLVED that Administrative staff is authorized to purchase a new Kids' Program Room display at a cost not to exceed \$4250.00.

Trustee Shanklin seconded the motion.

Vote:

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

Nays: None

Absent: Ryan, Chornij, and Becton

The next order of new business was discussion about the 2024 budget.

Director Harper stated that she will bring the first draft of the budget to the Board at the June meeting. She asked if the Board would like to explore developing the outside patio off of the Kids' Department. She stated that if the Board would like to do that, she will include money in the budget for working with an architect to explore ideas for development. If a project is envisioned it would be budgeted for 2025. The Board reached a consensus to explore ideas for the patio.

Minutes

Elmhurst Public Library Board of Trustees

May 16, 2023

page 4

In other business, Trustee Shanklin mentioned the limestone exterior of the building that is discolored. Director Harper explained that the building is power washed every few years but we are having trouble finding a vendor to perform the cleaning. The company we used before is no longer doing buildings of our size. Staff will continue to work on finding a vendor to clean the limestone.

The meeting was adjourned at 7:46 PM.