

SCHILLER PARK PUBLIC LIBRARY  
BOARD OF DIRECTORS  
MINUTES OF THE BOARD MEETING:  
THURSDAY, JANUARY 23, 2014

CALL TO ORDER

President Stachura called the meeting to order at 7:00pm.

ROLL CALL

Catherine Stachura, Carrie Jordan, Jennifer Jones, Sandra Rosario, Tina Setzer, Library Director. Absent: Ellen Melnitzke and Malgorzata Rostecka.

President Stachura appointed Jennifer Jones as Acting Secretary.

ELECTION OF OFFICERS

A MOTION was made by Sandra Rosario to nominate Ellen Melnitzke for the office of Vice President. It was seconded by Carrie Jordan. Motion carried.

A MOTION was made by Carrie Jordan to nominate Jennifer Jones for the office of Secretary. It was seconded by Catherine Stachura. Motion carried.

MINUTES

A MOTION was made by Carrie Jordan and seconded by Jennifer Jones to approve the minutes of December 12, 2013. Motion carried.

OLD BUSINESS

The drive-up book drop project was discussed. We need more information. We will probably add installation of book drop to parking lot project.

FINANCIAL REPORT

A MOTION was made by Sandra Rosario and seconded by Leticia Dominguez to approve the Treasurer's Report for January 2014 for checks # 27107 through # 27148 totaling \$ 63158.14 from the General Revenue Fund. Motion carried.

LIBRARIAN'S REPORT

A MOTION was made by Sandra Rosario and seconded by Carrie Jordan to approve the December 2013 Librarian's Report. Motion carried.

COMMITTEE REPORTS

Planning and Policy

Revised drafts of the following policies were passed out to each board member: Library Meeting Room Policy, Reference Service Policy and Plan, Materials Selection Policy, and Bulletin Board, Counter Surfaces and Similar Materials Policy. Please review and contact Director Setzer with any suggestions or questions before the next meeting.

### Operations

Domingo had surgery and is recovering so Laura Williams contacted the Village regarding sidewalk snow removal. Thank you to John at the Village for a job well done!

### GUESTS AND COMMENTARY

David Stachura recommended adding The Pledge of Allegiance to the meeting format and buying the spring-loaded cart for the book drop project.

### NEW BUSINESS

President Stachura explained that legal assistance may be required in the future since our previous option of contacting the Metropolitan Library System is no longer available. A lawyer will introduce herself and her services at the next meeting. Sandra Rosario offered that we could probably rely on the Village for legal assistance.

Sandra Rosario said the Village clerk is requesting a copy of the Library Board Meeting Minutes.

Director Setzer would like to email Library Board Packets to each board member and have the hard copies waiting at the meeting.

### ADJOURNMENT

A MOTION was made by Jennifer Jones and seconded by Leticia Dominguez to adjourn the meeting. Motion carried. The meeting was adjourned at 7:25pm.

The next Library Board Meeting will be Thursday, February 27, 2014, at 7:00pm.

Respectfully submitted,

*Jennifer Jones*  
Jennifer Jones  
Secretary