

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
AUGUST 20, 2015**

A. CALL TO ORDER:

President Fanselow called the meeting to order at 7:02 p.m.

B. PLEDGE OF ALLEGIANCE:

C. ROLL CALL:

Present: Diana Caffero, Audrey Fanselow, Ellen Melnitzke, Terri Sheridan, Jennifer Yarnell,
Tina J. Setzer, Library Director.

Absent: Sandra Rosario.

A quorum was present.

D. MINUTES FROM PREVIOUS MEETING

1. Minutes from Regular Meeting of June 18, 2015

A MOTION was made by Diana Caffero and seconded by Terri Sheridan to approve the minutes of June 18, 2015. Motion carried unanimously.

2. Minutes from Executive Session Meeting of May 28, 2015

A MOTION was made by Jennifer Yarnell and seconded by Diana Caffero to approve the Executive Session minutes of May 28, 2015. Motion carried unanimously.

3. Minutes from Executive Session Meeting of June 18, 2015

A MOTION was made by Jennifer Yarnell and seconded by Terri Sheridan to approve the Executive Session minutes of June 18, 2015. Motion carried unanimously.

E. APPOINTED LIBRARY TRUSTEE EARL GILPIN WAS SWORN IN BY SECRETARY JENNIFER YARNELL

F. GUEST AND PUBLIC COMMENTARY

Families of the 1,000 Books graduated readers were in attendance.

G. AWARD PRESENTATIONS - 1,000 Books Graduated Readers

President Fanselow presented Mia L., Addison S., and Shae S. with a graduation certificate on behalf of the Library Board.

H. FINANCIAL REPORT

1. Treasurer's Report for July 2015

A MOTION was made by Ellen Melnitzke and seconded by Diana Caffero to approve the Treasurer's Report for July 2015 for checks #27951 through #27999 totaling \$70,413.00 from the General Revenue Fund. Motion carried unanimously.

2. Treasurer's Report for August 2015

A MOTION was made by Jennifer Yarnell and second by Terri Sheridan to approve the Treasurer's Report for August 2015 for checks #28000 through #28035 totaling \$50,599.96 from the General Revenue Fund. Motion carried unanimously.

I. LIBRARIANS REPORT

1. June 2015 Report

Vice President Caffero commented on the tremendous increase of the library website activity. A MOTION was made by Jennifer Yarnell and seconded by Ellen Melnitzke to approve the June 2015 Librarians Report. Motion carried unanimously.

2. July 2015 Report

A MOTION was made by Jennifer Yarnell and seconded by Terri Sheridan to approve the July 2015 Librarians Report. Motion carried unanimously.

3. Director's Report from 2015 ALA Conference

Director Setzer provided a detailed summary of the various conferences attended at the American Library Association Conference.

J. COMMITTEE REPORTS

1. Planning and Policy

The Planning and Policy Committee is currently in the process of reviewing the Bylaws of the Board of Trustees and the Library Personnel Policy.

2. Communications

A suggestion was made by Theresa to purchase the DVDs, Godfather Part III, The Air I Breathe, and Hoodlum.

K. EXECUTIVE SESSION

L. OLD BUSINESS

1. Library Logo Update

Promotion of the three library logo finalists created by Triton College students will begin at the Village of Schiller Park Car Show and Family Fun Day on Sunday, August 30th. The community is invited to vote for their favorite logo through September 30th in person or via the library website.

2. Discussion of Board Meeting Dates for 2016

The list of 2016 Board Meeting dates was distributed for review and approval at the September Board Meeting.

M. NEW BUSINESS

1. Annual Employee Insurance Review

Employee insurance was reviewed and it was determined the current insurance to be more cost effective than joining the Village Health Insurance plan at this time. As a result, the library will remain on the current insurance policy until review next year.

A MOTION was made by Ellen Melnitzke and seconded by Terri Sheridan for approval to remain with the current staff health insurance plan. Motion carried unanimously.

2. Suggestion for Cooperative Program with District 81

A suggestion was made to create a "Little Free Library" in Schiller Park where the community can share their love of reading by taking a book and giving a book at the book exchange location. The library would look into working cooperatively on this with District 81. Further information about this program will be discussed at the next meeting.

The library is also currently in the process of working with a teacher from District 81 to hold bilingual literacy classes at the library.

N. COMMUNICATIONS

1. Meeting Room Application

A MOTION was made by Terri Sheridan and seconded by Jennifer Yarnell to approve the meeting room application submitted by the Historical Society.

Yes - Fanselow, Gilpin, Melnitzke, Sheridan, Yarnell

Present - Caffero

Motion carried.

2. Updated Committee List

An updated list was provided of the 2015 - 2017 Committees of the Schiller Park Public Library.

3. E-Rate Funding Award Letter

Director Setzer provided the E-Rate Funding Award letter.

O. ADJOURNMENT

A MOTION was made by Terri Sheridan and seconded by Jennifer Yarnell to adjourn the meeting at 8:00 p.m. Motion carried unanimously.

The next Board Meeting will be September 24, 2015 at 7:00 p.m.

Respectfully submitted,

Jennifer Yarnell

Secretary