

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
August 25, 2016**

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, Earl Gilpin, Ellen Melnitzke, Terri Sheridan,
Jennifer Yarnell, Laura Williams, Assistant Director, Tina J. Setzer, Library Director.

A quorum was present.

D. Minutes from Previous Meeting

1. Minutes from Regular Meeting of June 23, 2016

A MOTION was made by Diana Caffero and seconded by Earl Gilpin to approve the minutes from June 23, 2016.

Yes - Caffero, Fanselow, Gilpin, Sheridan, Yarnell

Present - Melnitzke

Motion carried.

E. Guest and Public Commentary

Nick Ciafca

Russell Klug

Diane Morioka

Rex Morioka

Ela Piotrowski

No guests wish to be heard.

F. Awards Presentations – 1,000 Books Graduated Readers

President Fanselow presented Tristan P. with a graduation certificate on behalf of the Library Board.

G. Financial Report

1. Treasurer's Report July 2016

A MOTION was made by Ellen Melnitzke and seconded by Jennifer Yarnell to approve the Treasurer's Report for July 2016 for checks #28493 through #28542 totaling \$77,897.44 from the General Revenue Fund. Motion carried unanimously.

Vice President Caffero questioned the library phone bill. Director Setzer explained the cost is due to the e-rate process being delayed this year.

2. Treasurer's Report August 2016

A MOTION was made by Jennifer Yarnell and seconded by Earl Gilpin to approve the Treasurer's Report for August 2016 for checks #28543 through #28586 totaling \$66,422.75 from the General Revenue Fund. Motion carried unanimously.

H. Librarians Report

1. June 2016 Report

Vice President Caffero commended the increase in library programming.

A MOTION was made by Ellen Melnitzke and seconded by Diana Caffero to approve the June 2016 Librarians Report. Motion carried unanimously.

2. July 2016 Report

Director Setzer reported the Summer Reading Tailgate Party was a huge success. Ms. Elgin visited the Schiller Park Day Camp throughout the summer to read stories to the participating Summer Reading session which was a wonderful opportunity. Several businesses and organizations donated prizes for the event. Tony Maciuszek from Allegra Banquets graciously donated food for the celebration.

A MOTION was made by Diana Caffero and seconded by Terri Sheridan to approve the July 2016 Librarians Report. Motion carried unanimously.

3. Director's Report from 2016 ALA Conference

Director Setzer with the assistance of Assistant Director Williams presented a variety of program concepts and suggestions from conferences attended at ALA. This includes: Storywalks, early literacy kits, subject based classification signage, and STEM programming at the library.

I. Committee Reports

The Policy Committee will meet on September 22nd at 6:00pm and the Employee Relations Committee meeting will schedule a meeting in September.

J. Old Business

1. Library Building Update

Director Setzer spoke to Recreation Department Director John Bealer and Village Financial Director Rob Romo about a possible collaborative purchase with the Recreation Department regarding the library marquee.

2. ILA Conference Preview and Programs

The ILA Conference will take place in October at the Donald E. Stephens Convention Center. Deadline for early bird registration is September 12th.

3. Little Free Libraries

President Fanselow provided an update on the Little Library structures. The structures are in their final phase of being weatherproofed and mounted. The structures will tentatively be installed mid-October. Assistant Director Williams will provide the participating schools with an update and also ask to determine placement of the structures at each school.

K. Executive Session

A MOTION was made by Earl Gilpin and seconded by Terri Sheridan to enter Executive Session at 7:54pm. Motion carried unanimously.

Return from Executive Session at 8:22pm.

Roll Call:

Present: Diana Caffero, Audrey Fanselow, Earl Gilpin, Ellen Melnitzke, Terri Sheridan, Jennifer Yarnell, Laura Williams, Assistant Director, Tina J. Setzer, Library Director

A quorum was present.

L. New Business

1. Appointment of Library Trustee

A MOTION was made by Jennifer Yarnell and seconded by Ellen Melnitzke to appoint Diane Morioka as Library Trustee until April 2017. Motion carried unanimously.

2. Action of Executive Session Minutes Review

A MOTION was made by Ellen Melnitzke and seconded by Terri Sheridan to keep the minutes of the Executive Session of the Schiller Park Public Library Board closed to the public. Motion carried unanimously.

3. Schiller Park Car Show

The library will have a booth at the Schiller Park Car Show. Staff and Trustees will be promoting library services and giving away any remaining donated summer reading prizes.

4. List of Equipment Disposal Items August 25, 2016

A MOTION was made by Jennifer Yarnell and seconded by Diana Caffero to approve the List of Equipment Disposal Items from August 25, 2016. Motion carried unanimously.

M. Communications

1. Congressman Mike Quigley Staff Library Visit

Staff from the office of Mike Quigley's office visited the Schiller Park Public Library on Tuesday, August 16th from 1:00-3:00pm.

2. Library/Historical Society Archeological Dig

The Archeological Dig will take place on Saturday, September 10th from 1:00-3:00pm.

3. Allegra Banquets Thank You Letter

Silvija B. suggested establishment of a Fab Lab.

Liz L. suggested ordering books by author Dorothy Love and historical fiction books.

An anonymous suggestion was made to consider the elimination of overdue fines.

A MOTION was made by Jennifer Yarnell and seconded by Ellen Melnitzke to adjourn the meeting at 8:37p.m. Motion carried unanimously.

The next Board Meeting will be September 22, 2016 at 7:00 p.m.

Respectfully submitted,

Jennifer Yarnell

Secretary