

**SCHILLER PARK PUBLIC LIBRARY  
BOARD OF DIRECTORS  
MINUTES OF THE BOARD MEETING:  
September 22, 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, Tina J. Setzer, Library Director.

A quorum was present.

**D. Minutes from Previous Meeting**

**1. Minutes from Regular Meeting of August 25, 2016**

A MOTION was made by Ellen Melnitzke and seconded by Diana Caffero to approve the minutes from August 25, 2016. Motion carried unanimously.

**2. Minutes from the Executive Session Meeting of August 25, 2016.**

A MOTION was made by Earl Gilpin and seconded by Terri Sheridan to approve the Executive Session minutes from August 25, 2016. Motion carried unanimously.

**E. Appointed Library Trustee Diane Morioka Was Sworn In By Secretary Jennifer Yarnell**

**F. Guest and Public Commentary**

Michael J. Caffero	Nick Ciafca
Marlo Flanagan	Rich Flanagan
Russell Klug	Lorena Maslon
Diane Morioka	Rex Morioka

Dan Sliwicki

Mr. Caffero stated he was glad a full board was present.

**G. Financial Report**

**1. Treasurer's Report September 2016**

A MOTION was made by Diana Caffero and seconded by Ellen Melnitzke to approve the Treasurer's Report for September 2016 for checks #28587 through #28622 totaling \$71,054.97 from the General Revenue Fund. Motion carried unanimously.

**H. Librarians Report**

**1. August 2016 Report**

Treasurer Sheridan inquired about the increase in the August 2016 fines revenue. Director Setzer stated it was due to the Rosemont Non Resident library cards.

Director Setzer thanked Trustee Gilpin for the recommendation of the Polish Storytime reader.

Director Setzer stated the Library Halloween Party will be on the same day as the Village of Schiller Park's Halloween Howl. The Schiller Park Library Teen Halloween Party will also be held in October.

Vice President Caffero commented on the success of the Historical Dig Program and the wonderful assistance from the village, library staff, and historical commission. Thank you to Kathleen Risolvo for the addition of the photo booth and Dan Malone for his assistance.

A MOTION was made by Earl Gilpin and seconded by Jennifer Yarnell to approve the August 2016 Librarians Report. Motion carried unanimously.

## **2. Patron Request for Fines to Be Waived**

Trustee Yarnell expressed that she would not want fines to prevent a patron from utilizing the library.

A MOTION was made by Diana Caffero and seconded by Diane Morioka to offer the option for a payment plan for the fines or the replacement of the equivalent items be purchased by the patron as approved by the Library Director or staff. Motion carried unanimously.

## **I. Committee Reports**

The Planning and Policy Committee met and determined several policies will be reviewed and presented at the October 2016 Board Meeting.

## **J. Old Business**

### **1. Library Marquee Update**

Director Setzer met with Recreation Department Director John Bealer and Village Financial Director Rob Romo about a collaborative purchase with the Recreation Department regarding the library marquee in effort to decrease the cost. Director Bealer would also like to partner with the library for a storywalk in the spring. Trustee Gilpin agreed to be the liaison between the Library and the Recreation Department on this project.

### **2. Little Free Libraries**

The plaques were received from the Little Free Library organization. The structures are in the final phase of being weatherproofed. Installation is scheduled to take place on October 15<sup>th</sup>. The unveiling date of the structures will be determined.

## **K. Executive Session**

A MOTION was made by Ellen Melnitzke and seconded by Jennifer Yarnell to enter Executive Session at 7:36 p.m. Motion carried unanimously.

Return from Executive Session at 8:06 p.m.

### **Roll Call:**

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

A quorum was present.

## **L. New Business**

### **1. 2017 Holidays**

Trustee Gilpin stated June 24<sup>th</sup> is the ALA Conference in Chicago. An in-service day will be taken this day.

A MOTION was made by Jennifer Yarnell and seconded by Earl Gilpin to approve the 2017 Holidays as amended. Motion carried unanimously.

**2. 2017 Board Meetings**

A suggestion was made to move the April Meeting to the Wednesday prior to Holy Thursday.

A MOTION was made by Ellen Melnitzke and seconded by Earl Gilpin to approve the 2017 Board Meetings as amended. Motion carried unanimously.

**M. Communications**

1. Thank You Letter to Mayor and Village Board
2. Thank You Letter to Public Works Department

Trustee Morioka is assigned to the Employee Relations and Communications Committee.

A MOTION was made by Earl Gilpin and seconded by Diane Morioka to adjourn the meeting at 8:16 p.m. Motion carried unanimously.

The next Board Meeting will be October 27, 2016 at 7:00 p.m.

Respectfully submitted,

*Jennifer Yarnell*

Secretary