

**SCHILLER PARK PUBLIC LIBRARY  
BOARD OF DIRECTORS  
MINUTES OF THE BOARD MEETING:  
SEPTEMBER 24, 2015**

**A. CALL TO ORDER:**

President Fanselow called the meeting to order at 7:00 p.m.

**B. PLEDGE OF ALLEGIANCE:**

**C. ROLL CALL:**

Sandra Rosario

Present: Diana Caffero, Audrey Fanselow, ~~Ellen Melnitzke~~ (As amended), Sandra Rosario, Terri Sheridan, Jennifer Yarnell, Tina J. Setzer, Library Director.

Absent: Earl Gilpin, Ellen Melnitzke.

A quorum was present.

**D. MINUTES FROM PREVIOUS MEETING**

**1. Minutes from Regular Meeting of August 20, 2015**

A MOTION was made by Jennifer Yarnell and seconded by Terri Sheridan to approve the minutes from August 20, 2015. Motion carried unanimously.

**2. Minutes from the Policy Committee Meeting of August 20, 2015**

A MOTION was made by Terri Sheridan and seconded by Diana Caffero to approve the policy committee minutes from August 20, 2015. Motion carried unanimously.

**E. GUEST AND PUBLIC COMMENTARY**

**F. AWARD PRESENTATIONS - 1,000 Books Graduated Readers**

Graduates were not in attendance.

**G. FINANCIAL REPORT**

**1. Treasurer's Report for September 2015**

Vice President Caffero inquired about the Gale and Baker and Taylor expense and the Amalgamated Bank Loan.

A MOTION was made by Sandra Rosario and seconded by Terri Sheridan to approve the Treasurer's Report for September 2015 for checks #28036 through #28081 totaling \$73,690.41 from the General Revenue Fund. Motion carried unanimously.

**H. LIBRARIANS REPORT**

**1. August 2015 Report**

Director Setzer commended the Library Board of Trustees on their participation at the Car Show and Digging up the Past program.

Director Setzer discussed two grants being applied for pertaining to science kits and financial and economic education for youth.

A MOTION was made by Sandra Rosario and seconded by Terri Sheridan to approve the August 2015 Librarians Report. Motion carried unanimously.

## **I. COMMITTEE REPORTS**

### **1. Planning and Policy**

The Planning and Policy Committee is currently in the process of amending the Bylaws of the Board of Trustees and the Library Personnel Policy. Upon completion, the Library Board of Trustees will vote on the policy changes.

### **2. Communications**

An anonymous suggestion was made to purchase Spiderwick Chronicles and have video game rentals.

## **J. EXECUTIVE SESSION**

## **K. OLD BUSINESS**

### **1. Little Library Community Wide Project Update**

Discussion of school collaboration, location, construction of the structure, and possible business sponsorships for the Little Library took place. The next step is to contact local schools regarding collaboration.

### **2. Approval of Board Meeting Dates for 2016**

A MOTION was made by Diana Caffero and seconded by Jennifer Yarnell to approve the 2016 Board Meeting Schedule. Motion carried unanimously.

## **L. NEW BUSINESS**

### **1. Approval of Holidays for 2016**

A MOTION was made by Sandra Rosario and seconded by Terri Sheridan to approve the 2016 Holiday Schedule. Motion carried unanimously.

### **2. List of Equipment Items for Disposal September 30, 2015**

All items on the list are obsolete or non-operational.

A MOTION was made by Jennifer Yarnell and seconded by Sandra Rosario to approve the September 30, 2015 disposition list. Motion carried unanimously.

## **M. COMMUNICATIONS**

### **1. Meeting Room Application**

The Library Board of Trustees discussed groups interested in using the facility signing a Hold Harmless waiver.

A MOTION was made by Terri Sheridan and seconded by Sandra Rosario to approve the meeting room application submitted by Epicomm. Motion carried unanimously.

### **2. Appreciation Letter to Village of Schiller Park – Family Fun Day**

### **3. Appreciation Letter to Schiller Park Public Works Department**

The Library Board of Trustees and Staff commended the Public Works Department for their contributions and assistance with the Digging up the Past program.

**N. ADJOURNMENT**

A MOTION was made by Diana Caffero and seconded by Terri Sheridan to adjourn the meeting at 7:52 p.m. Motion carried unanimously.

The next Board Meeting will be October 22, 2015 at 7:00 p.m.

Respectfully submitted,

*Jennifer Yarnell*

Secretary