

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
October 27, 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, Terri Sheridan, Jennifer Yarnell,
Laura Williams, Assistant Director, Tina J. Setzer, Library Director.

Absent: Ellen Melnitzke, Diane Morioka.

A quorum was present.

D. Minutes from Previous Meeting

1. Minutes from Regular Meeting of September 22, 2016

A MOTION was made by Diana Caffero and seconded by Jennifer Yarnell to approve the minutes from September 22, 2016. Motion carried unanimously.

2. Minutes from the Executive Session Meeting of September 22, 2016.

Trustee Gilpin stated there were no names associated with the motions for adjournment.

Motion made by Jennifer Yarnell and seconded by Ellen Melnitzke for adjournment.

A MOTION was made by Jennifer Yarnell and seconded by Earl Gilpin to approve the Executive Session minutes from September 22, 2016 as amended. Motion carried unanimously.

3. Minutes from the Policy Committee Meeting of September 22, 2016.

A MOTION was made by Terri Sheridan and seconded by Diana Caffero to approve the Policy Committee minutes from September 22, 2016. Motion carried unanimously.

E. Guest and Public Commentary

Maria Escamilla	Meleny Murillo
Manuela Murillo	Daniel R. Sliwicki
Russell Klug	

F. Awards Presentations – 1,000 Books Graduated Readers

President Fanselow presented Meleny M. with a graduation certificate on behalf of the Library Board.

G. Financial Report

1. Treasurer's Report October 2016

A MOTION was made by Terri Sheridan and seconded by Jennifer Yarnell to approve the Treasurer's Report for October 2016 for checks #28623 through #28672 totaling \$95,813.48 from the General Revenue Fund. Motion carried unanimously.

H. Librarians Report

1. September 2016 Report

Trustee Gilpin suggested the Teen periodical and audio loan reflect 0 circulation instead of a blank space on the Librarians Report.

Director Setzer thanked everyone in advance for volunteering for the Halloween party. An effort will be made to coordinate future Library and Village events.

Director Setzer presented the new patron library cards with the library logo and key tag.

The visit from the 4th grade students from Washington Elementary School was a success.

A MOTION was made by Diana Caffero and seconded by Jennifer Yarnell to approve the September 2016 Librarians Report. Motion carried unanimously.

2. ILA Conference Report

Director Setzer and Assistant Director Williams discussed program ideas and concepts from the Illinois Library Association Annual Conference. Ideas for STEAM programming, circulating STEAM kits, and a giant JENGA game were presented.

I. Committee Reports

The Planning and Policy Committee met and will present the policy changes at the November 2016 Board meeting.

J. Old Business

1. Library Marquee Update

Director Setzer discussed the ILA Conference meeting she attended on public bidding requirements.

2. Little Free Libraries

The Little Free Library structures have been installed at the four Schiller Park schools. The Little Free Library project demonstrated an amazing partnership between various entities of the community. Thank you letters will be sent to everyone who worked on the project.

K. Executive Session

L. New Business

1. Holiday Staff Gift

A MOTION was made by Jennifer Yarnell and seconded by Earl Gilpin to approve the 2017 Holiday Staff Gift. Motion carried unanimously.

2. Holiday Staff/Trustee Party

The next Board Meeting will take place on November 10th at 6:30pm.

A MOTION was made by Diana Caffero and seconded by Jennifer Yarnell to approve the cost of the Holiday Staff/Trustee Party on November 10th not to exceed \$300.00. Motion carried unanimously.

M. Communications

1. Historical Society Archeological Dig Thank You Letter
2. District #81 School Supplies for Fines Thank You Letter
3. Kathleen Risolvo Photo Booth Thank You Letter
4. Revised 2017 Board Meetings Calendar
5. Revised 2017 Holiday Calendar
6. Little Libraries Invitation

A discussion regarding the Little Free Library invitation ensued.

A suggestion was made to have a lamp or dimmer lighting in the study rooms.

A suggestion was made to have comfortable seating in the Adult Room.

N. Adjournment

A MOTION was made by Terri Sheridan and seconded by Diana Cafferro to adjourn the meeting at 8:40 p.m. Motion carried unanimously.

The next Board Meeting will be November 10, 2016 at 6:30 p.m.

Respectfully submitted,

Jennifer Yarnell

Secretary