

**SCHILLER PARK PUBLIC LIBRARY  
BOARD OF DIRECTORS  
MINUTES OF THE BOARD MEETING:  
August 24, 2017**

**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, Diane Morioka, Terri Sheridan,  
Daniel Sliwicki, Jennifer Yarnell

Also Present: Russ Klug, Village Trustee-Library Liaison, Tina J. Setzer, Library Director,  
Laura Williams, Assistant Director.

A quorum was present.

**D. Approval of Minutes from Previous Meeting**

**1. Minutes from Regular Meeting of June 22, 2017**

A MOTION was made by Diane Morioka and seconded by Diana Caffero to approve the minutes from June 22, 2017 as amended. Motion carried unanimously.

**2. Minutes from the Executive Session Meeting of June 22, 2017**

A MOTION was made by Terri Sheridan and seconded by Earl Gilpin to approve the Executive Session minutes from June 22, 2017. Motion carried unanimously.

**E. Guest and Public Commentary**

None

**F. Financial Report**

**1. Treasurer's Report July 2017**

Trustee Sliwicki requested the Illinois Library Association checks written description be corrected to Travel and Education.

A MOTION was made by Diana Caffero and seconded by Jennifer Yarnell to approve the Treasurer's Report for July 2017 for checks #29008 through #29057 totaling \$82,219.84 from the General Revenue Fund. Motion carried unanimously.

**2. Treasurer's Report August 2017**

A MOTION was made by Diane Morioka and seconded by Earl Gilpin to approve the Treasurer's Report for August 2017 for checks #29058 through #29085 totaling \$61,045.59 from the General Revenue Fund. Motion carried unanimously.

**G. Librarians Report**

**1. June 2017 Report**

A MOTION was made by Diane Morioka and seconded by Earl Gilpin to approve the June 2017 Librarians Report. Motion carried unanimously.

**2. July 2017 Report**

Director Setzer thanked everyone for their assistance at the Summer Reading Program celebration.

A MOTION was made by Earl Gilpin and seconded by Diana Caffero to approve the July 2017 Librarians Report. Motion carried unanimously.

**3. ALA Conference Reports**

Director Setzer, Assistant Director Williams and Information Services Director Elgin provided an overview and discussed highlights of the ALA Conferences attended.

**H. Committee Reports**

1. Revised committee lists were distributed as there was a change to the committee assignments. The first meeting of the Long Range Planning Committee took place this evening.

**I. Old Business**

**1. Adult Room Shelving End Panels**

Demco came out to the Library to evaluate the existing end panels and steel shelving. Demco suggested purchasing new steel shelving or using the library's existing steel shelving with a Moxie Graphic Panel. The library is in the process of seeking other vendor recommendations which will be discussed at the September Library Board meeting.

**1. Community Wide Event**

The fall StoryWalk will take place on Saturday, September 9<sup>th</sup> at 10:00 a.m. at Stalica Park. Planning for the next Holiday StoryWalk in December is underway.

**J. Executive Session**

**1. To Conduct Review of Closed Session Minutes**

A MOTION was made by Jennifer Yarnell and seconded by Terri Sheridan to enter Executive Session at 8:17 p.m. Motion carried unanimously.

Return from Executive Session at 8:24 p.m.

**Roll Call:**

Present: Diana Caffero, Audrey Fanselow, Earl Gilpin, Diane Morioka, Terri Sheridan, Daniel Sliwicki, Jennifer Yarnell

Also Present: Russ Klug, Village Trustee-Library Liaison Tina J. Setzer, Library Director, Laura Williams, Assistant Director

A quorum was present.

**K. New Business**

**1. Action of Review of Closed Session Minutes**

A MOTION was made by Diane Morioka and seconded by Earl Gilpin to keep the minutes of the Executive Session of the Schiller Park Public Library Board from February 2017-June 2017 remained closed to the public. Motion carried unanimously.

**2. 2018 Holidays**

A MOTION was made by Earl Gilpin and seconded by Dan Sliwicki to approve the 2018 Holidays. Motion carried unanimously.

**3. 2018 Board Meetings**

A MOTION was made by Jennifer Yarnell and seconded by Terri Sheridan to approve the 2018 Board Meetings. Motion carried unanimously.

4. Schiller Park Car Show
5. List of Equipment Disposal Items August 24, 2017  
A MOTION was made by Diane Morioka and seconded by Diana Caffero to approve the August 24, 2017 Equipment Disposal Items List. Motion carried unanimously.

**L. Communications**

1. **ILA Conference and Preview**
2. **Allegra Banquets Thank You Letter**
3. **Recreation Department Thank You Letter**
4. **ALA Annual Conference Article**
5. **National Night Out Flyer**

A suggestion was submitted to purchase new movies for the family, adults, and kids and to order new books.

A suggestion was made to order Franklin and Bash Season 4.

Thank you for your suggestions. The Library purchases new materials monthly for all audiences.

The Library also offers Interlibrary Loan services to Schiller Park Library Card holders where items that are not owned by the Schiller Park Public Library can be requested from other libraries.

**M. Adjournment**

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

The next Board Meeting will be September 28<sup>th</sup>, 2017 at 7:00 p.m.

Respectfully submitted,

*Jennifer Yarnell*

Secretary