

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
May 24, 2018**

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 April 12, 2018

Trustee Yarnell stated that Village Trustee-Library Liaison Russ Klug was not included as present in the April meeting minutes.

A MOTION was made by Earl Gilpin and seconded by Diane Morioka to approve the minutes from April 12, 2018 as amended. Motion carried unanimously.

E. Guest and Public Commentary

None

F. Financial Report

1. Treasurer's Report May 2018

Trustee Morioka inquired about the Comcast and Comcast Business charge for the phone line and internet service. President Fanselow asked about the cellphone stipend received by Director Setzer, Assistant Director Williams, and Information Services Director Elgin which is issued annually for cellphone expenses.

A MOTION was made by Jennifer Yarnell and seconded by Diana Caffero to approve the Treasurer's Report for May 2018 for checks #29391 through #29438 totaling \$75,037.06 from the General Revenue Fund. Motion carried unanimously.

2. Library Banking and Credit Card Discussion

A discussion took place regarding the Library moving forward to obtain an independent credit card. The Library's current credit card is linked to the Village of Schiller Park. Director Setzer will contact various credit card companies to find out information regarding credit card terms. The Library's savings account at Chase was also discussed.

G. Librarians Report

1. April 2018 Report

A MOTION was made by Terri Sheridan and seconded by Dan Sliwicki to approve the April 2018 Librarians Report. Motion carried unanimously.

H. Committee Reports

The Long Range Planning Committee

The Long Range Planning Committee met and determined the strategic plan to include the following: Mission, Vision, Objective, Values, Core Services, and Tagline. Community stakeholders will also have the opportunity to view the strategic plan to provide input.

I. Old Business

1. Cooperative Village Events

The Library and Schiller Park Recreation Department will partner for Picnic Stories in the Park which will take place monthly at different town locations. Cabana Stories and Crafts will once again be held at the Anna Montana Waterpark and Memorial Pool this summer. An escape room event in the future was discussed.

J. Executive Session

To Discuss Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of a Specific Employee

A MOTION was made by Diana Caffero and seconded by Earl Gilpin to enter Executive Session at 7:23 p.m. Motion carried unanimously.

Return from Executive Session at 7:55 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. Tentative ALA Conference Schedule

The schedule of ALA conferences to be attended was distributed for review.

L. Communications

1. Baseball Appreciation Nights

The annual White Sox Library Appreciation Night will be held on July 27th. The Chicago Dogs Library Appreciation Night will take place on June 1st. The Chicago Dogs graciously donated complimentary Chicago Dogs kids tickets to a baseball home game for the Summer Reading Program.

2. Illinois Public Library Per Capita Award Letter

The Library received a FY2018 Illinois Public Library Per Capita Grant in the amount of \$14,741.25.

3. Back to Books Grant Award Letter

The Library was selected as a recipient of the Back to Books Grant in the amount of \$4,500.00.

4. Library Funding Article

5. Library Trustee Article

6. Meeting Room Application - Village Agency Request

A request was submitted by the Village of Schiller Park Historical Commission to utilize the meeting facility on July 14, 2018.

M. Trustee Comments - Non Agenda Items

A discussion regarding activities the Library will offer at the annual Village Car Show took place.

N. Adjournment

A MOTION was made by Diane Morioka and seconded by Earl Gilpin to adjourn the meeting at 8:23 p.m. Motion carried unanimously.

The next Board Meeting will be July 26, 2018 at 7:00 p.m.

Respectfully submitted,

Jennifer Yarnell

Secretary