

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
September 27, 2018**

A. Call To Order:

President Fanselow called the meeting to order at 7:03 p.m.

B. Pledge of Allegiance

C. Roll Call:

Present: Diana Caffero, Audrey Fanselow, Diane Morioka, Terri Sheridan,
Jennifer Yarnell

Absent: Earl Gilpin, Daniel Sliwicki

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 August 23, 2018

A MOTION was made by Diana Caffero and seconded by Jennifer Yarnell to approve the minutes from August 23, 2018. Motion carried unanimously.

2. Executive Session Minutes from Regular Meeting of August 23, 2018

A MOTION was made by Diane Morioka and seconded by Diana Caffero to approve the Executive Session minutes from August 23, 2018. Motion carried unanimously.

E. Guest and Public Commentary

E. Piotrowski

M. Piotrowski

F. Awards Presentations - 1,000 Books Graduated Readers

President Fanselow presented Oliver P. with a graduation certificate on behalf of the Library Board.

G. Financial Report

1. Treasurer's Report September 2018

A MOTION was made by Diane Morioka and seconded by Terri Sheridan to approve the Treasurer's Report for September 2018 for checks #29562 through #29609 totaling \$98,342.16 from the General Revenue Fund. Motion carried unanimously.

H. Librarians Report

1. August 2018 Report

Director Setzer thanked the Village of Schiller Park Public Works Department for their assistance with the *Digging up the Past* event on Saturday, September 15th.

A MOTION was made by Jennifer Yarnell and seconded by Diane Morioka to approve the August 2018 Librarians Report. Motion carried unanimously.

I. Committee Reports

None

J. Old Business

1. Little Libraries Update

Information Services Director Elgin provided an update on the refinishing of the Little Libraries. The Kennedy and Washington Elementary School Little Libraries have been primed with mold resistant paint, repainted with outdoor paint, and coated with a wood finishing varnish.

2. Halloween Howl

Programs Director Lukis and Assistant Director Williams attended a meeting at the Recreation Department to discuss the Halloween Howl which will be held on Saturday, October 27th. The Library will read spooky stories, have pictures with the pumpkin, and have a guess the pumpkin weight station at the event.

K. Executive Session

None

L. New Business

1. Staff/Trustee Holiday Party

A MOTION was made by Diane Morioka and seconded by Jennifer Yarnell to approve the cost of the Staff/Trustee Party no to exceed \$500.00. Motion carried unanimously.

2. Staff Holiday Gift

Director Setzer distributed a recommended holiday staff gift list.

A MOTION was made by Diane Morioka and seconded by Terri Sheridan to approve the holiday staff gift. Motion carried unanimously.

3. Illinois Veterans History Project

The Illinois Veterans History Project Form was distributed.

M. Communications

1. River Grove Public Library District Article

2. Village of Schiller Park Public Works Department Thank You Letter

A thank you letter was sent to the Public Works Department for their assistance with the Digging up the Past event.

3. Irving Park Condos Meeting Room Application

A MOTION was made by Diane Morioka and seconded by Diana Caffero to approve the use of the meeting room by the Irving Park Condo Association. Motion carried unanimously.

N. Trustee Comments - Non Agenda Items

Director Setzer volunteered that the updated Village of Schiller Park Flood maps be accessible at the Library as they become available from the Village. The Village of Schiller Park may hold a meeting at the Library regarding the installation of a traffic light at Irving Park and Old River Road.

O. Adjournment

A MOTION was made by Diana Cafferro and seconded by Diane Morioka to adjourn the meeting at 7:43 p.m. Motion carried unanimously.

The next Board Meeting will be October 25, 2018 at 7:00 p.m.

Respectfully submitted,

Jennifer Yarnell

Secretary