

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
January 24, 2019**

A. Call To Order:

President Fanselow called the meeting to order at 7:04 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: 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 December 13, 2018

A MOTION was made by Diana Caffero and seconded by Diane Morioka to approve the minutes from December 13, 2018. Motion carried unanimously.

E. Guest and Public Commentary

Sandra B.

Henry J.

Alexsandra J.

F. Award Presentations – 1000 Books Graduated Readers

President Fanselow presented Alexsandra J. with a graduation certificate on behalf of the Library Board.

G. Financial Report

1. Treasurer's Report January 2019

A MOTION was made by Earl Gilpin and seconded by Jennifer Yarnell to approve the Treasurer's Report for January 2019 for checks #29715 through #29759 totaling \$56,873.27 from the General Revenue Fund. Motion carried unanimously.

H. Librarians Report

1. November 2018 Report

A MOTION was made by Diane Morioka and seconded by Daniel Sliwicki to approve the November 2018 Librarians Report. Motion carried unanimously.

2. December 2018 Report

Director Setzer thanked the Library Trustees for volunteering for the *Oh What Fun* holiday event.

A MOTION was made by Earl Gilpin and seconded by Terri Sheridan to approve the December 2018 Librarians Report. Motion carried unanimously.

3. Per Capita Grant

4. Annual Library Certification

5. Staff Attendance at Annual ALA Conference

A MOTION was made by Diane Morioka and seconded by Diana Caffero to approve Director Setzer and Assistant Director Williams to attend the annual American Library Association Conference in June 2019 with travel expenses not to exceed \$1940.00 per employee. Motion carried unanimously.

I. Committee Reports

1. Strategic Plan 2019 - 2023

A MOTION was made by Diane Morioka and seconded by Daniel Sliwicki to approve the Strategic Plan 2019 - 2023. Motion carried unanimously.

The Wish List Committee will meet Thursday, February 28 at 6:00 p.m.

J. Old Business

1. Little Libraries Update

Village Clerk Rosa Jos presented the Little Libraries community expansion request to the Village and the library is awaiting a response. The Village is supportive of the initiative and is open for suggestions of additional locations throughout the community. Director Setzer will contact Recreation Department Director Bealer to further discuss locations.

K. Executive Session

1. To Discuss Security Matters Regarding Banning of Library Patron

A MOTION was made by Earl Gilpin and seconded by Diane Morioka to enter Executive Session at 7:32 p.m. Motion carried unanimously.

Return from Executive Session at 7:41 p.m.

Roll Call:

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

Also Present: Tina J. Setzer, Library Director, Laura Williams, Assistant Director

A quorum was present.

A MOTION was made by Jennifer Yarnell and seconded by Diane Morioka to approve the banning of Patron A. Motion carried unanimously.

L. New Business

1. Trustee Attendance ALA Conference

The Library Board of Trustees discussed Library Trustee attendance at the annual American Library Association Conference in June 2019.

A MOTION was made by Diane Morioka and seconded by Earl Gilpin to approve President Fanselow and Vice President Caffero to attend the annual American Library Association Conference in June 2019 with travel expenses not to exceed \$2000.00 per trustee. Motion carried unanimously.

2. Capital Improvement Projects Update

Director Setzer and Assistant Director Williams met with the Village of Schiller Park engineers regarding the capital improvement projects. The engineers will attend an upcoming library board meeting and suggested meeting with architects to further discuss the projects. The meeting with the architects is scheduled for January 31.

M. Communications

1. Village Trustee Russ Klug Thank You Letter

A thank you letter was sent to Village Trustee Russ Klug for volunteering for the *Christmas Special* story and craft and the *Oh What Fun* holiday event.

2. Tony Maciuszek Thank You Letter

A thank you letter was sent to Tony Maciuszek for the food donation for the Library Holiday Party.

3. Dave Lemar Thank You Letter

A thank you letter was sent to Dave Lemar for the installation of the library outdoor holiday lights.

4. Leyden Wall of Fame Inductees

5. St. Cyprian Library Project

6. Legislative Meetup

Information on upcoming Library Legislative Meetups was distributed.

7. Meeting Room Application - Irving Park Condo Association

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

8. Meeting Room Application -International Logic Party

A MOTION was made by Diane Morioka and seconded by Daniel Sliwicki to not approve the use of the meeting room by the International Logic Party due to the rules stated in the Library Meeting Room Policy. Motion carried unanimously.

9. Meeting Room Application - Mr. V's Tutoring

A MOTION was made by Diane Morioka and seconded by Diana Caffero to not approve the use of the meeting room by Mr. V's Tutoring due to the rules stated in the Library Meeting Room Policy. Motion carried unanimously.

N. Adjournment

A MOTION was made by Diane Morioka and seconded by Jennifer Yarnell to adjourn the meeting at 8:19 p.m. Motion carried unanimously.

The next Board Meeting will be February 28, 2019 at 7:00 p.m.

Respectfully submitted,

Jennifer Yarnell

Secretary