

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
March 28, 2019**

A. Call To Order:

President Fanselow called the meeting to order at 7:00 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: Russell 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 February 28, 2019

A MOTION was made by Earl Gilpin and seconded by Dan Sliwicki to approve the minutes from February 28, 2019. Motion carried unanimously.

2. Minutes from the Wish List Committee Meeting of February 28, 2019

A MOTION was made by Earl Gilpin and seconded by Diane Morioka to approve the minutes from the Wish List Committee from February 28, 2019. Motion carried unanimously.

E. Guest and Public Commentary

James Goumas - Hancock Engineering

James Goumas, Village Engineer attended the meeting to discuss and answer questions regarding the bids received for the architectural services. A discussion ensued about the scope of the bids received.

F. Financial Report

1. Treasurer's Report March 2019

A MOTION was made by Jennifer Yarnell and seconded by Terri Sheridan to approve the Treasurer's Report for March 2019 for checks #29790 through #29823 totaling 70,919.41 from the General Revenue Fund. Motion carried unanimously.

G. Librarians Report

1. February 2019 Report

A MOTION was made by Diane Morioka and seconded by Jennifer Yarnell to approve the February 2019 Librarians Report. Motion carried unanimously.

Director Setzer reported the Storybook Tea Party was a success with approximately 50 attendees. Participants completed a scavenger hunt, craft and other activities. National Library Week will take place April 7-13 and will be celebrated throughout the week with a variety of activities.

H. Committee Reports

The Budget and Finance Committee met Thursday, March 28 at 6:00 p.m. The budget will be presented at the April board meeting.

*Village Trustee-Library Liaison Klug arrived at 7:35 p.m.

I. Old Business

1. Little Libraries Update

President Fanselow reported Leyden High School due to curriculum constraints will be unable to construct any little libraries at this time. The library maintenance staff will construct the little library for the Schiller Park pool and the Library Board of Trustees will create the design for the structure. The maintenance staff will assess the little library at Kennedy Elementary School to determine repairs.

2. Capital Improvements Projects Update

Further discussion and reviews of bids received for architectural services.

J. Executive Session

None

K. New Business

1. Contract for Architectural Services

A MOTION was made by Jennifer Yarnell and seconded by Diana Caffero to approve Heitzman Architects to provide Architectural Services for 2019-20 Capital Improvement projects. Motion carried unanimously.

2. Cooperative Village Events

The Historical Commission held a *Spring Break Marble Madness* event which was a success. The annual Village Egg Hunt will take place on Saturday, April 20 at 11:00am at Shelton Field. The Teen Flashlight Egg Hunt will take place on Wednesday, April 17 from 7:00-8:00pm. Assistant Director Williams and Programs Director Lukis attended the Schiller Park Senior Breakfast. Information about library services and upcoming events was distributed along with promotional giveaways.

L. Communications

1. Statement of Economic Interest

Reminder Library Trustees must file their Statement of Economic Interest.

2. Meeting Room Application – PMI

A MOTION was made by Earl Gilpin and seconded by Jennifer Yarnell to approve the use of the meeting room by PMI. Motion carried unanimously.

3. Progress for Independent Living Meeting Room Application

A MOTION was made by Diane Morioka and seconded by Terri Sheridan to approve the use of the meeting room by Progress for Independent Living. Motion carried unanimously.

M. Trustee Comments - Non Agenda Items

None

N. Adjournment

A MOTION was made by Jennifer Yarnell and seconded Dan Sliwicki to adjourn the meeting 7:52 p.m. Motion carried unanimously.

The next Board Meeting will be April 11, 2019 at 7:00 p.m.

Respectfully submitted,

Jennifer Yarnell

Secretary