

**SCHILLER PARK PUBLIC LIBRARY  
BOARD OF DIRECTORS  
MINUTES OF THE BOARD MEETING:  
July 22, 2021**

*This meeting is being held in accordance with State of Illinois Executive Order 2020-07 Section 6.*

**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, Karen Lima,  
Diane Morioka, Daniel Sliwicki, and Jennifer Yarnell

Also Present: Terri Sheridan, Village Trustee- Library Liaison, Laura Williams, Interim Director,  
Julia Binkowski, Circulation Supervisor

A quorum was present.

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

1. Minutes from Regular Meeting of May 27, 2021

A MOTION was made by Diane Morioka and seconded by Karen Lima to approve the minutes from May 27, 2021. Motion carried unanimously.

**E. Guest and Public Commentary**

None

**F. Financial Report**

1. Treasurer's Report June 2021

A MOTION was made by Earl Gilpin and seconded by Diana Caffero to approve the Treasurer's Report for June 2021 for checks #30712 through #30749 totaling \$111,432.39 from the General Revenue Fund. Motion carried unanimously.

2. Treasurer's Report July 2021

A MOTION was made by Karen Lima and seconded by Diane Morioka to approve the Treasurer's Report for July 2021 for checks #30750 through #30779 totaling \$140,378.35 from the General Revenue Fund. Motion carried unanimously.

**G. Librarians report**

1. Librarian's Report May 2021

A MOTION was made by Diane Morioka and seconded by Diana Caffero to approve the Librarian's Report for May 2021. Motion carried unanimously.

2. Librarian's Report June 2021

A MOTION was made by Earl Gilpin and seconded by Diane Morioka to approve the Librarian's Report for June 2021. Motion carried unanimously.

Interim Director Williams discussed the first in person programming event held last month, "Stories in the Park ", which included 27 children, 2 teens, and 8 adults. Kits continue to be a

huge success, drawing in adults and teens with numbers higher than in person programming. The Summer Reading Program kicked off on June 14th. Summer Reading Program prize pickup will commence in the back lot of the library on August 5th at 6:00pm.

Interim Director Williams stated the audit will tentatively start at the beginning of August.

Interim Director Williams also stated that former Director Setzer will be asked to consult and assist with the audit and other administrative tasks.

Domingo Santana has retired and the village shared maintenance employee has begun working.

Interim Director Williams suggested purchasing a gift card in recognition of his years of service to the library which all trustees concurred.

### **3. Illinois Public Library Annual Report**

## **H. Committees Reports**

### **1. Committees List for 2021-2023**

Trustee Karen Lima was added to the Planning and Policy Committee

## **I. Old Business**

### **HVAC Update**

The HVAC work is complete however the areas still being reported as warm are the Director's office and the Historical Commission office.

Thermostats may need to be calibrated or replaced. We are waiting upon the recommendation from the HVAC representative.

## **J. Executive Session**

None

## **K. New Business**

### **1. ALA Reports**

Interim Director Williams provided a compilation of reports submitted by the administrative staff regarding the recently attended virtual ALA Conference. Circulation Supervisor Binkowski presented briefly on the session "Rethinking How We Measure the Impact of Libraries", and the possible use of a survey to gauge the needs of the community was discussed.

### **2. Disposal List for July 22, 2021**

A MOTION was made by Jennifer Yarnell and seconded by Diane Morioka to approve the Disposal List for July 22, 2021. Motion carried unanimously.

## **L. Communications**

### **1. Annual Appraisal Report**

### **2. Per Capita Grant Award Letter**

Director Williams discussed the Per Capita Grant awarded in the amount of \$17,394.68.

### **3. ILA Virtual Conference**

## **M. Trustee Comments - Non Agenda Items**

Trustee Lima mentioned an inquiry from a resident, as to whether the library currently has a book discussion for adults. Interim Director Williams stated the library would consider re-adding the program for in person/zoom hybrid.

Trustee Yarnell suggested the acquisition of a scanner for paperless invoicing.

**N. Adjournment**

A MOTION was made by Jennifer Yarnell and seconded by Diana Cafferro to adjourn the meeting at 8:02pm. Motion carried unanimously.

- O.** The next Board Meeting will be August 26, 2021 at 7:00 p.m.

Respectfully submitted,

*Jennifer Yarnell*

Secretary