

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
July 28, 2022**

A. Call to Order:

President Fanselow called the meeting to order at 7:08 p.m.

B. Pledge of Allegiance

C. Roll Call:

Present: Audrey Fanselow, Diana Caffero, Earl Gilpin, Karen Lima, Diane Morioka,
Jennifer Yarnell

Absent: Daniel Sliwicki

Also Present: Terri Sheridan, Village Trustee-Library Liaison; Valerie Marshall, Director; Laura Williams, Deputy Director; Ramona Elgin, Information Services Director.

A quorum was present.

D. Approval of Minutes from Previous Meetings

1. Minutes from Regular Meeting of May 26, 2022

A MOTION was made by Diana Caffero and seconded by Diane Morioka to approve the minutes from May 26, 2022. Motion carried unanimously.

E. Guest and Public Commentary

Village Trustee-Library Liaison Terri Sheridan welcomed Library Director Valerie Marshall to the Village of Schiller Park.

F. Financial Report

1. Treasurer's Report June 2022

A MOTION was made by Karen Lima and seconded by Earl Gilpin to approve the Treasurer's Report for June 2022 for checks #31102 through #31131 totaling \$77,721.57 from the General Revenue Fund. Motion carried unanimously.

2. Treasurer's Report July 2022

A MOTION was made by Earl Gilpin and seconded by Jennifer Yarnell to approve the Treasurer's Report for July 2022 for checks #31132 through #31162 totaling \$92,388.62 from the General Revenue Fund. Motion carried unanimously.

G. Librarians Report

1. Librarian's Report May 2022

A MOTION was made by Diane Morioka and seconded by Diana Caffero to approve the Librarian's Report for May 2022. Motion carried unanimously.

Director Marshall reported the Summer Reading Program was a success with 89 total participants, 58 active participants, with a total of 33,124 minutes read.

2. Librarian's Report June 2022

A MOTION was made by Earl Gilpin and seconded by Karen Lima to approve the Librarian's Report for June 2022. Motion carried unanimously.

President Fanselow commented on the title for the Librarian's Report being changed to Director's Report. Future reports will be titled Director's Report.

3. Illinois Public Library Annual Report

Director Marshall stated the Illinois Public Library Annual Report is submitted annually.

Additional questions regarding the breakdown of programming attendance were added to the report this year by the state.

H. Committees Reports

1. Budget and Finance (Morioka, Caffero)
2. Planning and Policy (Caffero, Lima)
3. Communications (Gilpin, Yarnell)
4. Wish List (Gilpin, Morioka)
5. Building and Renovation (Yarnell, Sliwicki)

I. Old Business

1. FDC Pipe Replacement Update

Director Marshall stated 2 vendors have come out to assess the scope of work to be performed. The library north lot may lose parking due to the need for an added fire lane. The vendors are in the process of meeting with Battalion Chief Hatcher to discuss any questions before presenting a proposal.

2. Library Open House Update

A discussion regarding food and entertainment for the event took place. Director Marshall stated the staff would like to showcase the available library services offered to the community at the event. It was determined the event will take place on Saturday, September 24 from 12:00pm - 4:00pm.

J. Executive Session

None

K. New Business

1. ALA Reports

Trustee Caffero, Trustee Lima, and Information Services Director Elgin presented highlights of the conferences attended at the ALA Annual Conference in Washington, D.C.

Information Services Director Elgin announced her retirement and thanked the Library Board of Trustees for all their support.

2. Directors University Report

Director Marshall presented key topics reviewed at Directors University held at the Illinois State Library in Springfield for first time library directors.

3. Non Resident Library Card Policy Consideration

A discussion ensued regarding the recently enacted Public Act 102-0843 to authorize library boards of trustees to adopt regulations that waive nonresident fees for persons under the age of 18 years old.

A MOTION was made by Jennifer Yarnell and seconded by Diana Caffero to table the discussion until the August meeting. Motion carried unanimously.

4. ILA Staff Attendance

The ILA annual conference is scheduled to take place at the Rosemont Convention Center October 18 - 20, 2022. Director Marshall requested the following staff members attend the ILA conference: Joanna Lukis, Guadalupe Rodriguez, Laura Williams, and Valerie Marshall.

A MOTION was made by Diana Caffero and seconded by Karen Lima to approve the attendance of all four staff members at the annual ILA conference. Motion carried unanimously.

5. Intergovernmental Agreement between the Schiller Park Public Library and Illinois Libraries

Present for the presentation of online public programs.

A MOTION was made by Diane Morioka and seconded by Earl Gilpin to approve the Intergovernmental Agreement between the Schiller Park Library and Illinois Libraries Present. Motion carried unanimously.

L. Communications

1. 2022 Revaluation Report

The 2022 Revaluation Report was distributed. Director Marshall stated she was looking into having an engineer assess the building for the future capital improvement plan.

2. Per Capita Grant Award Letter

The Per Capita Grant Award letter was received in the amount of \$17,270.78. Funds have not yet been received.

M. Trustee Comments - Non Agenda Items

None

N. Adjournment

A MOTION was made by Karen Lima and seconded by Earl Gilpin to adjourn the meeting at 9:25 p.m. Motion carried unanimously.

O. The next Board Meeting will be August 25, 2022 at 7:00 p.m.

Respectfully submitted,

Jennifer Yarnell

Secretary