

**SCHILLER PARK PUBLIC LIBRARY  
BOARD OF DIRECTORS  
MINUTES OF THE BOARD MEETING:  
May 26, 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, Laura Williams, Interim Director,  
Ramona Elgin, Information Services Director

A quorum was present.

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

**1. Minutes from Regular Meeting of April 14, 2022**

A MOTION was made by Diane Morioka and seconded by Diana Caffero to approve the minutes from April 14, 2022. Motion carried unanimously.

**2. Executive Minutes from Regular Meeting of April 14, 2022**

A MOTION was made by Earl Gilpin and seconded by Diana Caffero to approve the executive minutes from April 14, 2022. Motion carried unanimously.

**E. Guest and Public Commentary**

Emily Yarnell

**F. Financial Report**

**1. Treasurer's Report May 2022**

A MOTION was made by Jennifer Yarnell and seconded by Karen Lima to approve the Treasurer's Report for May 2022 for checks #31060 through #31101 totaling \$59,694.22 from the General Revenue Fund. Motion carried unanimously.

**G. Librarians report**

**1. Librarian's Report April 2022**

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

Interim Director Williams shared the National Library Week bookmarks selected for printing and distribution at the library. Summer Reading Program will take place June 6-July 23 with the registration kick-off days June 6-8. The library anticipates offering an end of summer reading program event for active participants.

Trustee Morioka inquired about the library offering zoo passes. Interim Director Williams stated passes are available via the Museum Adventure Pass Program.

Library Director Valerie Marshall will begin May 29 and will attend the Director's University conference for new library directors in June.

## **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. Village Easter Event

Interim Director Williams thanked the Trustees for volunteering for the event. Trustee Yarnell suggested in the future the candy bags distributed for the event be consistent in size.

2. ALA Annual Conference

Interim Director Williams stated the ALA Annual Conference will take place June 23-28. Library Trustees and staff attending can access the online scheduler via the ALA website to view available meetings.

## **J. Executive Session**

**None**

## **K. New Business**

1. Children's World Open House

A discussion regarding the Children's World open house took place. Information Services Director Elgin suggested the event take place in mid-September. The discussion was tabled for the next meeting.

2. FDC Pipe Replacement

Interim Director Williams stated there is leak in the fire department connection pipe which was discovered upon annual testing. Interim Director Williams has been in communication with Battalion Chief Hatcher regarding the matter and will reach out to vendors for quotes.

## **L. Communications**

1. FOIA Request 041422

Request submitted on April 14, 2022 – response April 21, 2022.

2. Sexual Harassment Training Requirement

The Village of Schiller Park provided a Sexual Harassment Training approved to meet the requirements of the State of Illinois mandate for the sexual harassment training of municipality employees, employees with an employment contract, and elected/appointed officials of a part-time or full-time status. Library Trustees can complete the training and submit the signed addendum and certificate of completion to Donna Schmidt, Human Resources Administrator.

3. Caffero Family Thank You Letter

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

**None**

**N. Adjournment**

A MOTION was made by Earl Gilpin and seconded by Diane Morioka to adjourn the meeting at 8:07 p.m. Motion carried unanimously.

- O.** The next Board Meeting will be July 28, 2022 at 7:00 p.m.

Respectfully submitted,

*Jennifer Yarnell*

Secretary