

**SCHILLER PARK PUBLIC LIBRARY  
BOARD OF DIRECTORS  
MINUTES OF THE BOARD MEETING:  
January 12, 2023**

**A. Call to Order**

President Fanselow called the meeting to order at: 7:00 pm.

**B. Pledge of Allegiance**

**C. Roll Call**

- a. **Present:** Audrey Fanselow, President; Diana Caffero, Vice President; Diane Morioka, Treasurer; Jennifer Yarnell, Secretary; Trustee Earl Gilpin; Trustee Karen Lima; Trustee Daniel Sliwicki.
- b. **Also Present:** Laura Williams, Assistant Director/Youth Services Librarian; Guadalupe Rodriguez, Administrative/Technical Services Manager.
- c. **Absent:** Valerie Marshall, Library Director; Terri Sheridan, Village Trustee/Library Liaison
- d. A quorum was present.

**D. Minutes from Previous Meetings**

**a. Minutes from Regular Meeting of December 8, 2022**

MOTION was made by Trustee Yarnell and seconded by Trustee Caffero to approve the minutes from the Library Board meeting on December 8, 2022. Motion carried unanimously.

**b. Minutes from Executive Session of December 8, 2022**

MOTION was made by Trustee Lima and seconded by Trustee Sliwicki to approve the minutes from the Executive Session on December 8, 2022. Motion carried unanimously.

**c. Minutes from Building & Renovation Committee of January 4, 2023**

MOTION was made by Trustee Yarnell and seconded by Trustee Sliwicki to approve the minutes from the Building & Renovation Committee on January 4, 2023. Motion carried unanimously.

**E. Guests and Public Commentary**

**F. Financial Report**

**a. Treasurer's Report January 2023**

A MOTION was made by Trustee Caffero and seconded by Trustee Yarnell to approve the Treasurer's Report for January 2023 for checks #31299 through #31328 totaling \$144,202.01 from the General Revenue Fund. Motion carried unanimously.

Trustee Caffero inquired about the increase in legal fees.

**b. Per Capita Grant Application**

Assistant Director Williams presented the 2023 Per Capita Grant application.

**G. Director's Report: December 2022 – January 2023**

- a. A MOTION was made by Trustee Morioka and seconded by Trustee Yarnell to approve the Director's Report for December 2022-January 2023. Motion carried unanimously.

**H. Committee Reports**

- a. **Budget and Finance (Morioka, Caffero)**
- b. **Planning and Policy (Caffero, Lima)**
- c. **Communications (Gilpin, Yarnell)**

- d. **Wish List (Gilpin, Morioka)**
  - e. **Building and Renovation (Yarnell, Sliwicki)**
- I. **Old Business**
- J. **Executive Session**
- K. **New Business**
  - a. **Proposal for Amendments to the Personnel Policy Handbook – 2nd Reading –**

A MOTION was made by Trustee Yarnell and seconded by Trustee Gilpin to approve the Proposal for Amendments to the Personnel Policy Handbook.

Motion failed 6 to 1, with Trustee Fanselow, Trustee Morioka, Trustee Gilpin, Trustee Sliwicki, Trustee Lima, and Trustee Yarnell voting no; and Trustee Caffero voting present.

The Board advised adhering to the current personnel policy handbook until revisions for the handbook are brought to the Board via the Planning and Policy Committee.
- L. **Communications**
  - a. **Financial Advisor Information**

A review of the financial advisor services as presented took place. A discussion ensued and the Board determined these services are not necessary at this time.
  - b. **Serving Our Public 4.0: Standards for Illinois Public Libraries – Chapters 1 & 2**

Assistant Director/Youth Services Librarian Williams reviewed Chapters 1 & 2 of the book *“Serving Our Public 4.0: Standards for Illinois Public Libraries.”*
- M. **Trustee Comments: Non-Agenda Items**
  - a. Trustee Morioka stated she is unable to access Adobe files on her iPad. The library will look into alternate options to resolve this access issue.
- N. **Adjournment**
  - a. A MOTION was made by Trustee Lima and seconded by Trustee Gilpin to adjourn the meeting at 9:01 pm. Motion carried unanimously.
- O. **Next Meeting, February 9, 2023, 7:00 pm**

Respectfully submitted,

*Jennifer Yarnell*  
Secretary