

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
March 9, 2023**

A. Call to Order

President Fanselow called the meeting to order at 7:01 p.m.

B. Pledge of Allegiance

C. Roll Call

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

D. Minutes from Previous Meetings

a. **Minutes from Wish List Committee on February 9, 2023**

- 1. MOTION was made by Trustee Gilpin and seconded by Trustee Morioka to approve the minutes from the Wish List Committee on February 9, 2023. Motion carried unanimously.

b. **Minutes from Regular Meeting on February 9, 2023**

- 2. MOTION was made by Trustee Caffero and seconded by Trustee Yarnell to approve the minutes from the Regular Meeting on February 9, 2023. Motion carried unanimously.

E. Guests and Public Commentary

None

F. Financial Report

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

A MOTION was made by Trustee Morioka and seconded by Trustee Yarnell to approve the Treasurer's Report for March 2023 for checks #31357 through #31387 totaling \$70,163.51 from the General Revenue Fund. Motion carried unanimously.

G. Director's Report: February-March 2023

- a. A MOTION was made by Trustee Yarnell and seconded by Trustee Gilpin to approve the Director's Report for February-March 2023. Motion carried unanimously.

H. Committee Reports

None

I. Old Business

a. **Review of proposed Pandemic Paid Sick Leave Policy – 2nd Reading**

A MOTION was made by Trustee Gilpin and seconded by Trustee Morioka to approve the proposed Pandemic Paid Sick Leave Policy with edits as discussed. Motion carried unanimously.

b. **Review of proposed revisions to the Personnel Policy Handbook – 2nd Reading**

A MOTION was made by Trustee Caffero and seconded by Trustee Gilpin to approve the proposed revision to the Personnel Policy Handbook with edits as discussed. Motion carried unanimously.

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J. Executive Session

- a. To discuss appointment, employment, leave, resignation, compensation, discipline, performance, or dismissal of specific library employees.**
 - 2. A MOTION was made by Trustee Caffero and seconded by Trustee Gilpin to enter Executive Session at 8:13p.m. Motion carried unanimously.
 - 3. A MOTION was made by Trustee Yarnell and seconded by Trustee Morioka to adjourn Executive Session at 8:53p.m. Motion carried unanimously.

Roll Call to Reconvene: 8:57pm

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

K. New Business

a. Executive Session

A MOTION was made by Trustee Yarnell and seconded by Trustee Morioka to approve the second option of a Salary Schedule for library positions as proposed by Director Marshall. Motion carried unanimously.

b. Proposal for the addition of the Hoopla digital platform

A MOTION was made by Trustee Yarnell and seconded by Trustee Gilpin to approve the addition of the Hoopla digital platform. Motion carried unanimously.

c. Proposal of a Wish List from the Director and Staff

A MOTION was made by Trustee Gilpin and seconded by Trustee Morioka to approve the proposed Wish List of fiscal year 2023-24. Motion carried unanimously.

L. Communications

a. Serving Our Public 4.0: Standards for Illinois Public Libraries – Chapter 4

Discussion of the above standards was tabled for a future meeting.

M. Trustee Comments - Non-Agenda Items

None

N. Adjournment

- a.** A MOTION was made by Trustee Lima and seconded by Trustee Gilpin to adjourn the meeting at 9:22p.m. Motion carried unanimously.

O. Next Meeting, April 3, 2023, 6:00 pm

Respectfully submitted,

Jennifer Yarnell
Secretary