

**SCHILLER PARK PUBLIC LIBRARY  
BOARD OF DIRECTORS  
MINUTES OF THE BOARD MEETING:  
May 11, 2023**

**A. 1,000 Books Before Kindergarten Graduation**

President Fanselow presented Charlotte C. with a graduation certificate on behalf of the Library Board.

**B. Call to Order**

President Fanselow called the meeting to order at 7:07 p.m.

**C. Pledge of Allegiance**

**D. Roll Call**

a. **Present:** Audrey Fanselow, President; Diana Caffero, Vice President; Diane Morioka, Treasurer; Jennifer Yarnell, Secretary; Trustee Karen Lima; Trustee Daniel Sliwicki; Trustee Earl Gilpin.

b. **Also Present:** Valerie Marshall, Library Director; Guadalupe Rodriguez, Administrative/Technical Services Manager; Terri Sheridan, Village Trustee/Library Liaison.

c. **Absent:** None.

d. A quorum was present.

**E. Guests and Public Commentary (limited to 15 minutes total)**

Chmura Family; Chad Meyers. Chmura family thanked the library for celebrating their daughter.

**F. Minutes from Previous Meetings**

**a. Minutes from Regular Meeting on April 3, 2023**

1. A MOTION was made by Trustee Caffero and seconded by Trustee Morioka to approve the minutes from the Regular Meeting on April 3, 2023. Motion carried unanimously.

**b. Minutes from Budget and Finance Committee Meeting on April 17, 2023**

2. A MOTION was made by Trustee Morioka and seconded by Trustee Caffero to approve the minutes from Budget and Finance Committee Meeting on April 17, 2023. Motion carried unanimously.

**G. Committee Reports**

**a. Budget & Finance Committee**

Treasurer Morioka stated she is still in conversation with the Village manager and their new auditor to determine if the library will continue to be audited as part of the Village.

**H. Old Business**

**a. Technology Lending Policy-2<sup>nd</sup> Reading**

A MOTION was made by Trustee Gilpin and seconded by Trustee Yarnell to approve the Technology Lending Policy if changes are made to the patron liability section noting that patrons must pay to repair or replace an item up to its current replacement cost. Motion carried unanimously.

**b. Recognition and Appreciation of Service by Daniel Sliwicki**

Agenda item was moved up from new business. President Fanselow presented Trustee Sliwicki with a plaque and read a proclamation in recognition of his years of service and dedication to the library board. Director Marshall will add a copy of the proclamation to the Board packet for the library's records.

**I. ADJOURNMENT SINE DIE**

A MOTION was made by Trustee Lima and seconded by Trustee Gilpin to adjourn **SINE DIE**. Motion carried unanimously.

**J. Roll Call**

- a. Present:** Trustee Audrey Fanselow; Trustee Diana Caffero; Trustee Diane Morioka; Trustee Jennifer Yarnell; Trustee Earl Gilpin; Trustee Karen Lima; Trustee Patricia Sanchez.
- b. Also Present:** Valerie Marshall, Library Director; Guadalupe Rodriguez, Administrative/Technical Services Manager; Terri Sheridan, Village Trustee/Library Liaison; Former Trustee Daniel Sliwicki.
- c. Absent:** None.
- d.** A quorum was present.

**K. Appointment of President Pro Tempore**

The consensus was Director Marshall would serve as President Pro Tempore.

**L. Election of Officers**

Earl Gilpin and seconded by Jennifer Yarnell nominated Audrey Fanselow for President of the Schiller Park Public Library.

There were no other nominations.

**Votes for Audrey Fanselow:**

Yes: Audrey Fanselow, Diana Caffero, Jennifer Yarnell, Diane Morioka, Earl Gilpin, Karen Lima, Patricia Sanchez

Audrey Fanselow elected President.

Diane Morioka and seconded by Jennifer Yarnell nominated Diana Caffero for Vice President of the Schiller Park Public Library.

There were no other nominations.

**Votes for Diana Caffero:**

Yes: Audrey Fanselow, Diana Caffero, Jennifer Yarnell, Diane Morioka, Earl Gilpin, Karen Lima, Patricia Sanchez

Diana Caffero elected Vice President.

Diana Caffero and seconded by Karen Lima nominated Jennifer Yarnell for Secretary of the Schiller Park Public Library.

There were no other nominations.

**Votes for Jennifer Yarnell:**

Yes: Audrey Fanselow, Diana Caffero, Jennifer Yarnell, Diane Morioka, Earl Gilpin, Karen Lima, Patricia Sanchez  
Jennifer Yarnell elected Secretary.

Audrey Fanselow and seconded by Earl Gilpin nominated Diane Morioka for Treasurer of the Schiller Park Public Library.

There were no other nominations.

**Votes for Diane Morioka:**

Yes: Audrey Fanselow, Diana Caffero, Jennifer Yarnell, Diane Morioka, Earl Gilpin, Karen Lima, Patricia Sanchez

Diane Morioka elected Treasurer.

Roll call back in to meeting unanimously.

**M. Financial Report**

**a. Treasurer's Report Fiscal Year 2022-2023**

A MOTION was made by Trustee Yarnell and seconded by Trustee Morioka to approve the Treasurer's Report for Fiscal Year 2022- 2023. Motion carried unanimously.

**b. May 2023 Treasurer's Report**

A MOTION was made by Trustee Gilpin and seconded by Trustee Lima to approve the May 2023 Report for checks #31416 through #31449 totaling \$67,346.58 from the General Revenue Fund. Director Marshall requested the approval of additional checks as follows: checks #31450 - #31454 were voided due to a printing error and check #31455 for \$5,971.05 was added to pay for the parking lot lights repair completed at the end of April 2023 but accidentally left off of the report. Motion carried unanimously. Director Marshall will update the Board Packet to reflect approved changes.

**N. Director's Report**

**a. Fiscal Year 2022-2023**

A MOTION was made by Trustee Lima and seconded by Trustee Gilpin to approve the Director's Report for Fiscal Year 2022-2023. Motion carried unanimously.

**b. April-May 2023 Report**

A MOTION was made by Trustee Yarnell and seconded by Trustee Caffero to approve the April-May 2023 Report. Motion carried unanimously.

**O. New Business**

**a. Recognition and Welcome of Trustee Patricia Sanchez**

President Fanselow and all present welcomed new Trustee Patricia Sanchez.

**b. Selection of bookmark contest winners**

The Board selected four lucky winners from the library's bookmark contest that was held in honor of National Library Week in April 2023.

**c. Proposed Contract for Auditor**

The Board came to a consensus to table this matter until the June 8, 2023, meeting.

**P. Communications**

- a. Annual Sexual Harassment Training Requirement
- b. E-rate funding commitment decision letter
- c. Serving our Public 4.0: Standards for Illinois Public Libraries, Chapters 4 & 5
- d. Library Board Online Portal

**Q. Trustee Comments-Non-Agenda Items**

President Fanselow inquired about the status of hiring an Adult & Teen Services Librarian.

Director Marshall stated that the position was not filled from the first round of interviews and the job will be reposted in a few weeks in search of new candidates.

President Fanselow and Trustee Lima stated they both need new iPads. Director Marshall asked any other Trustees to let her know if they need new devices to perform their duties.

**R. Adjournment**

A MOTION was made by Trustee Lima and seconded by Trustee Morioka to adjourn the meeting at 7:57pm. Motion carried unanimously.

**S. Next Meeting, June 8, 2023, 7:00pm**

Respectfully submitted,

*Jennifer Yarnell*  
Secretary