

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE BOARD MEETING
JULY 13, 2023**

A. Call to Order

- a. President Fanselow called the meeting to order at 7:00 p.m.

B. Pledge of Allegiance

C. Roll Call

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

D. Guests and Public Commentary

Village Trustee Sheridan stated that the Fourth of July celebration was a big success serving about 1,500 people and thanked the Library Trustees who assisted with the event.

E. Welcome new Adult & Teen Services Librarian, Gretchen Wallett

President Fanselow welcomed the library's new Adult & Teen Services Librarian, Gretchen Wallett.

F. Minutes from Previous Meetings

- a. Minutes from Regular Board Meeting on June 8, 2023
 - i. A MOTION was made by Trustee Gilpin and seconded by Trustee Yarnell to approve the minutes from the Regular Board meeting on June 8, 2023. Motion carried unanimously.

G. Financial Report – July 2023

- a. A MOTION was made by Trustee Caffero and seconded by Trustee Yarnell to approve the checks written in July 2023, #31484 - #31518, totaling \$105,726.70 from the General Revenue Fund. Motion carried unanimously.

H. Director's Report – June-July 2023

- a. A MOTION was made by Trustee Gilpin and seconded by Trustee Caffero to approve the Director's Report for June-July 2023. Motion carried unanimously. President Fanselow asked for more information related to the Technology Plan included in the Director's report, specifically related to costs. Director Marshall stated that the library's IT vendor Versatile is still working on projected costs for proposed technology upgrades.

I. New Business

- a. **Proposal to purchase Library IQ Operations Platform-**
 - i. A MOTION was made by Trustee Gilpin and seconded by Trustee Yarnell to approve the purchase of the Library IQ Operations Platform. Motion carried unanimously.
- b. **Proposal to purchase Computer Session Management Software-**
 - i. A MOTION was made by Trustee Caffero and seconded by Trustee Gilpin to approve the purchase of computer session management software.
 - i. Trustee Yarnell requested to amend the motion to approve the purchase of MyPC software as recommended by the Director.
 - ii. Motion carried unanimously.

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c. Proposal to opt into Materials Recovery Services through SWAN-

- i. A MOTION was made by Trustee Caffero and seconded by Trustee Lima to approve the proposal to opt into Materials Recovery Services through SWAN. Vote was 7-0 against; motion failed.

J. Communications

a. IPLAR Report-Fiscal Year 2022-2023

b. ALA Annual Conference Presentations

- i. Assistant Director Williams joined the meeting from 7:50 p.m.-8:00 p.m.
- ii. Director Marshall, Assistant Director/Youth Services Librarian Williams, Vice President Caffero, and Trustees Gilpin and Yarnell presented and discussed ideas to improve library services from the American Library Association's annual conference in June 2023.

K. Trustee Comments – Non-Agenda Items

- a. None

L. Adjournment

- a. A MOTION was made by Trustee Lima and Seconded by Trustee Yarnell to adjourn the meeting at 8:55pm. Motion carried unanimously.

M. Next Meeting, August 10, 2023, 7:00pm

Respectfully submitted

Jennifer Yarnell

Secretary