

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE BOARD MEETING
OCTOBER 12, 2023**

A. Call to Order

- a. President Fanselow called the meeting to order at 7:03 p.m.

B. Pledge of Allegiance

C. Roll Call

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

D. Guests and Public Commentary

None

E. Minutes from Previous Meetings

- a. Minutes from Regular Board Meeting on September 14, 2023
 - i. A MOTION was made by Trustee Caffero and seconded by Trustee Morioka to approve the minutes from the Regular Board meeting on September 14, 2023. Motion carried unanimously.
- b. Minutes from Strategic Planning Committee Meeting on September 14, 2023
 - i. A MOTION was made by Trustee Yarnell and seconded by Trustee Gilpin to approve the minutes from the Committee Meeting on September 14, 2023. Motion carried unanimously.

F. Financial Report – October 2023

- a. A MOTION was made by Trustee Yarnell and seconded by Trustee Sanchez to approve the checks written in October 2023, #31586 - #31616, totaling \$64,853.35 from the General Revenue Fund. Motion carried unanimously. Director Marshall stated that checks written to the Village of Schiller Park in August 2023 were voided and reissued at the request of the vendor.

G. Director's Report -September-October 2023

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

H. Old Business

- a. **Proposal to add Christmas Eve to the 2024 holiday list**
 - i. A MOTION was made by Trustee Yarnell and seconded by Trustee Morioka to add Christmas Eve to the 2024 holiday list. Motion carried unanimously.

I. New Business

- a. **Proposal to re-key the library the library facility**
 - i. A MOTION was made by Trustee Morioka and seconded by Trustee Gilpin to accept the proposal from Anderson Lock to re-key the library facility based on the recommendation of the fire department. Motion carried unanimously.
- b. **2024-2028 Strategic Plan**
 - i. A MOTION was made by Trustee Yarnell and seconded by Trustee Caffero to approve the 2024-2028 Strategic Plan as proposed by Director Marshall and discussed with the Strategic Planning Committee. Motion carried unanimously.

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J. Communications

- a. **Serving Our Public 4.0: Standards for Illinois Public Libraries, Chapters 9-10**

K. Trustee Comments – Non-Agenda Items

None

L. Adjournment

- a. A MOTION was made by Trustee Caffero and seconded by Trustee Gilpin to adjourn the meeting at 7:45pm. Motion carried unanimously.

M. Next Meeting, November 9, 2023, 7:00 pm

Respectfully submitted,

Jennifer Yarnell

Secretary