

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE BOARD MEETING
MARCH 14, 2024**

A. Call to Order

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

B. Pledge of Allegiance

C. Roll Call

- a. **Present Trustees:** Audrey Fanselow, President; Diana Caffero, Vice President; Diane Morioka, Treasurer; Jennifer Yarnell, Secretary; Karen Lima; Earl Gilpin; Patricia Sanchez.
- b. **Also Present:** Kendall Santucci, Library Director; Laura Williams, Assistant Director/Youth Services Librarian; Guadalupe Rodriguez, Administrative & Technical Services Manager; Terri Sheridan, Village Trustee & Library Liaison.
- c. **Absent:** None
- d. A quorum was present.

D. Guests and Public Commentary

Jim Goumas, Hancock Engineering; Nick Bava, Sikich Village Trustee & Library Liaison, Terri Sherridan welcomed new director Kendall Santucci to the Village Of Schiller Park.

E. Minutes from Previous Meetings

- a. Minutes from Regular Board Meeting on February 8, 2024
 - i. A MOTION was made by Trustee Gilpin and seconded by Trustee Yarnell to approve the minutes from the Regular Board meeting on February 8, 2024. Motion carried unanimously.
- b. Minutes & Committee Report Wish List Committee Meeting on February 8, 2024
 - i. A MOTION was made by Trustee Lima and seconded by Trustee Yarnell to approve the minutes & committee report from the Committee Meeting on February 8, 2024. Motion carried unanimously.
- c. Minutes from Executive Session of February 8, 2024
 - i. A MOTION was made by Trustee Morioka and seconded by Trustee Gilpin to approve the minutes from Executive Session on February 8, 2024. Motion carried unanimously.

F. Financial Report – March 2024

- i. A MOTION was made by Trustee Caffero and seconded by Trustee Morioka to approve the checks written in March 2024, #31738 - #31770, totaling \$92,688.80 from the General Revenue Fund. Motion carried unanimously.

G. Director's Report

a. March 2024

- i. A MOTION was made by Trustee Caffero and seconded by Trustee Morioka to approve the March 2024 Director's Report. Motion carried unanimously. Director Santucci added if Trustees have completed their Statement of Economic Interest form and FOIA training. Director Kendall shared about the Historical Society's Tea Party which will be held on Saturday, April, 20, 2024 from 1pm-3pm.

H. Executive Session

- a. A MOTION was made by Trustee Caffero and seconded by Trustee Morioka to enter Executive Session at 8:44p.m. Motion carried unanimously.

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- b. A MOTION was made by Trustee Lima and seconded by Trustee Morioka to adjourn Executive Session at 8:45p.m. Motion carried unanimously.

Roll Call to Reconvene at 9:07p.m.

- c. **Present Trustees:** Audrey Fanselow, President; Diana Caffero, Vice President; Jennifer Yarnell, Secretary; Diane Morioka, Treasurer; Karen Lima; Earl Gilpin; Patricia Sanchez.
- d. **Also Present:** Kendall Santucci, Library Director; Laura Williams, Assistant Director/Youth Services Librarian; Guadalupe Rodriguez, Administrative & Technical Services Manager.
- e. **Absent:** Terri Sheridan, Village Trustee & Library Liaison
- f. A quorum was present.

I. New Business

a. Presentation by Hancock Engineering RE: Basement Flooring Bid

The Board came to a consensus to table this matter until the April 4, 2024, meeting. Awaiting final price from Hancock Engineering to include pricing for extra tiles.

Presentation by Sikich LLP RE: Library Audit FYE 2023

- i. A MOTION was made by Trustee Caffero and seconded by Trustee Morioka to approve the Library's Audit from Sikich FYE 2023. Motion carried unanimously.

b. Proposal of the Wish List from the Director and Staff

- i. A MOTION was made by Trustee Caffero and seconded by Trustee Lima to approve the Wish List from the Director and Staff. Motion carried unanimously. New items added to Wish List as altered and adjusted.

c. Washroom Heater Replacement Quote

- i. A MOTION was made by Trustee Yarnell and seconded by Trustee Gilpin to approve the Washroom Heater Replacement Quote. Motion carried unanimously.

J. Communications

a. Letter from the Village of Rosemont

K. Trustee Comments-Non Agenda Items

Director Santucci invited Trustees and Staff to assist with decorating for the Village of Schiller Park Easter parade.

L. Adjournment

- i. A MOTION was made by Trustee Yarnell and seconded by Trustee Lima to adjourn the meeting at 9:15pm. Motion carried unanimously.

M. Next Meeting, April 4, 2024, 7:00 pm

Respectfully submitted,

Jennifer Yarnell

Secretary

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