

**BOARD OF TRUSTEES
MEETING MINUTES
JULY 21, 2016**

I. CALL TO ORDER

A. The regular board meeting of the GPLD Board of Trustees was called to order at 7:01 pm by board President Connie Barreras at the Glenside Public Library.

II. ROLL CALL

Trustees Present: Connie Barreras, Linda Fagan, Chodri Khokhar, Sam Lucente, Mariann Evans

Trustees Absent: Altha Milnes, Isabelle Baldwin

Also Present:

Team Administrators: Liz Fitzgerald, Katy Schueman

Leaders: Tom Bartenfelder, Ian Peery

Department Managers: Jane Hebert, Karen Luster, Jill Martorano

Community Ambassador: Vince Sovanski

III. ADOPTION OF AGENDA

A. Trustee Fagan moved and it was seconded by trustee Evans that the GPLD Board of Trustees adopts the agenda for July 21, 2016. Ayes – all present. Nays – none. Motion carried.

B. Trustee Fagan moved and it was seconded by trustee Evans that the GPLD Board of Trustees appoints trustee Sam Lucente as Treasurer Pro Tem. Ayes – all present. Nays – none. Motion carried.

IV. CITIZEN PARTICIPATION

None

V. MINUTES

A. Trustee Fagan moved and it was seconded by trustee Lucente that the GPLD Board of Trustees accepts the Board Meeting minutes of June 16, 2016 (Attachment #1). Ayes – Trustees Fagan, Khokhar, Lucente; Abstentions: Trustees Barreras, Evans; Nays – none. Motion carried.

B. Personnel Committee meeting minutes of June 13, 2016 to be filed.

C. Executive Session meeting minutes of June 13, 2016 (file copy only).

VI. COMMITTEE REPORTS

- A. Forthcoming Meetings Calendar (Attachment #2) was presented. Team Administrator Schueman pointed out the August and September board meetings will be held on the fourth rather than third Thursday.
- B. President's Report – President Barreras reported she conducted the Team Administrator's review in June. She also reported conducting, along with trustee Baldwin, a tour of the Des Plains Public Library.

VII. TREASURER'S REPORT (Attachment # 3 and handout)

- A. Trustee Lucente moved and it was seconded by trustee Fagan that the GLPD Board of Trustees accepts the Bills Approval Report (file with Treasurer's Report, Attachment #1) for July 21, 2016, in the amount of \$457,926.88. Ayes – all present. Nays – none. Motion carried.

VIII. LIBRARIAN'S REPORT (Attachment #4)

Team Administrator Fitzgerald reported the third phase of renovations will begin on August 8, 2016. Work will include new carpeting and painting of upstairs areas and renovations to staff room. This phase expected to be completed by September 5, 2016. She also reported new LED lights have been installed in the parking lot and will be installed inside the library shortly.

Tom Bartenfelder had no report.

Ian Peery had no report.

Jane Hebert had no report.

Vince Sovanski had no report.

Karen Luster reported the online high school diploma scholarship program will be launched in September.

Jill Martorano reported the summer reading program finished up and the library carnival held July 20 was attended by 120 summer campers, with total attendance around 300 participants. She also mentioned completion of a worker's compensation audit.

IX. ACTION ITEMS

A. Trustee Fagan moved and it was seconded by trustee Khokhar that the Board of Trustees approves IPLAR Annual Report, 2015-16 (Attachment #5 and handout). Ayes – all present. Nays – none. Motion carried.

B. Trustee Khokhar moved and it was seconded by trustee Fagan that the Board of Trustees approves Personnel Committee Recommendation of Team Administrators' Salary. Ayes – all present. Nays – none. Motion carried.

C. Trustee Fagan moved and it was seconded by trustee Khokhar that the Board of Trustees approves Resolution R-I-16 Authorizing Library Funds and

Investment Deposits (was Attachment #8, 6/16/16). Ayes – all present. Nays – none. Motion carried.

D. Trustee Fagan moved and it was seconded by trustee Lucente that the Board of Trustees approves Policy Resolutions (was Attachment #9, 6/16/16):

1. PR-I-16 Emergency Closings of the Glenside Public Library District
 2. PR-II-16 Exhibits in the Library - Insurance
 3. PR-III-16 Fine Checking Account
 4. PR-IV-16 Public Participation and Comment at Board Meetings
 5. PR-V-16 Trustee Recognition for Length of Service to the Library
 6. PR-VI-16 Staff Recognition for Length of Service to the Library
 7. PR-VII-16 Access to Library Materials
 8. PR-VIII-16 Donations, Gifts and Memorials
 9. PR-IX-16 Insufficient Funds (NSF) Checks
 10. PR-X-16 Access to Internet
 11. PR-XI-16 Library Card Privileges for Resident and Non-Resident Property Owners of the Library
 12. PR-XVII-16 Goals and Objectives 2016-2017
- Ayes – all present. Nays – none. Motion carried.

X. Unfinished Business

None

XI. NEW BUSINESS

- A. Ordinance O-I-16 Budget and Appropriation (Attachment #6)
- B. Ordinance O-II-16 Transferring Principal from Library Fund to Working Cash Fund (Attachment #7)
- C. Resolution R-II-16 Identity Protection (Attachment #8)
- D. Resolution R-III-16 Prevailing Wage Rates (Attachment #9)
- E. Policy Resolutions (Attachment #10)
 1. PR-XII-16 Non-Residents
 2. PR-XIII-16 Library Card Privileges for Organizations: Businesses, Churches, Daycare centers and Schools
 3. PR-XIV-16 Community Rooms Policy
 4. PR-XV-16 Holidays to be Observed in 2017
 5. PR-XVI-16 Collection Development Policy
- F. Annual Index Updates: Ordinances and Resolutions/Policy Resolutions

XII. ADJOURNMENT

Trustee Lucente moved, and it was seconded by trustee Evans that the GPLD Board of Trustees adjourns. Ayes – all present. Nays – none. Motion carried at 7:19 pm.

Respectfully,

Linda Fagan, Secretary