

**BOARD OF TRUSTEES
MEETING MINUTES
FEBRUARY 16, 2017**

I. CALL TO ORDER

A. The regular board meeting of the GPLD Board of Trustees was called to order at 7:02 pm by board President Connie Barreras at the Glenside Public Library.

II. ROLL CALL

Trustees present: Isabelle Baldwin, Altha Milnes, Connie Barreras, Linda Fagan, Chodri Khokhar (via telephone call).

Trustees absent: Mariann Evans, Sam Lucente

Also Present:

Library Director: Tom Bartenfelder

Assistant Director: Ian Peery

Department Managers: Karen Luster

Community Outreach Specialist: Vince Sovanski

III. ADOPTION OF AGENDA

A. Trustee Milnes moved and it was seconded by trustee Baldwin that the GPLD Board of Trustees adopts the agenda for February 16, 2017.

Roll Call Vote: Ayes – all present. Nays – none. Motion carried.

IV. CITIZEN PARTICIPATION

None

V. MINUTES

A. Trustee Fagan moved and it was seconded by trustee Baldwin that the GPLD Board of Trustees accepts the Board Meeting minutes of January 19, 2017 (Attachment #1).

Roll Call Vote: Ayes – Isabelle Baldwin, Altha Milnes, Connie Barreras, Linda Fagan. Abstentions: Chodri Khokhar. Nays – none. Motion carried.

B. Executive Session minutes of January 19, 2017 (to be filed).

C. Personnel Committee Meeting minutes of February 2, 2017 (to be filed).

VI. COMMITTEE REPORTS

A. Forthcoming Meetings Calendar (Attachment #2) was presented.

B. President's Report – none.

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

A. Trustee Milnes moved and it was seconded by trustee Baldwin that the GLPD Board of Trustees accepts the Bills Approval Report (filed with Treasurer's Report) for February 16, 2017, in the amount of \$68,539.19. Roll Call Vote: Ayes – all present. Nays – none. Motion carried.

VIII. LIBRARIAN'S REPORT (Attachment #4).

Library Director Bartenfelder reported two of the circulation staff have been placed on long term medical leave. He also reported there was no increase in youth services incidents in February. At the GAP meeting it was reported that building and renovation permits have increased and also that Carol Stream police are temporarily being housed in the Glendale Heights police building.

Ian Peery reported they are working on Short Bomb program for tracking holds and renewals of library materials that will text notices to patrons who opt into the program.

Karen Luster had no report.

Vince Sovanski reported the library participated in Valentines For Veterans program. Youth Services took part as a day of service activity. He also reminded of National Library week April 9-15, 2017, and that he is still looking for a board member to greet on Sunday, April 9, from 2 to 3 pm.

IX. ACTION ITEMS

A. Trustee Fagan moved and it was seconded by trustee Milnes that the GPLD Board of Trustees recognizes Annual County Tax Distribution (2015 Levy) (Attachment #5). Roll Call Vote: Ayes – all present. Nays – none. Motion carried.

B. Trustee Milnes moved and it was seconded by trustee Baldwin that the GPLD Board of Trustees accepts Semi-annual State of Receipts and Disbursements 2016-17 (Attachments #6a & #6b). Roll Call Vote: Ayes – all present. Nays – none. Motion carried.

C. Schedule Budget Committee Meeting. Meeting was scheduled for 7 pm, April 6, 2017.

X. Unfinished Business

None

XI. NEW BUSINESS

- A. Ordinance O-V-16 Notice of Regular Meetings 2017-18 (Attachment #7).
- B. Policy Resolution PR-XVIII-16 Salary Schedule (Attachments #8a & #8b).
- C. Organizational Chart - Updated (Attachment #9).
- D. Job Descriptions - Updated (Attachment #10).
- E. Job Grades - Updated (Attachment #11).

XII. ADJOURNMENT

Trustee Baldwin moved, and it was seconded by trustee Fagan that the GPLD Board of Trustees adjourns. Roll Call Vote: Ayes – all present. Nays – none. Motion carried at 7:29 pm.

Respectfully,

Linda Fagan, Secretary