



**GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
MEETING MINUTES
June 21, 2018**

I. CALL TO ORDER

The regular board meeting of the GPLD Board of Trustees was called to order at 7:01 p.m. by Board President Sam Lucente at the Glenside Public Library.

II. ROLL CALL

Trustees Present: Sam Lucente, Altha Milnes, Isabelle Baldwin, Chodri Khokhar, Jessica Breede and Connie Barreras.

Also Present:

Library Director: Tom Bartenfelder

Assistant Director: Ian Peery

Community Outreach Specialist: Vince Sovanski

Circulation Department Manager: Jane Hebert

Public Services Assistant Manager: Jacquie Christen

III. ADOPTION OF AGENDA

Trustee Milnes moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees adopts the agenda for June 21, 2018. Ayes – all present. Nays – none. Motion carried.

IV. CITIZEN PARTICIPATION – Teen Advisory Board members Shireen and Zil came to witness meeting and tell us about themselves. They will be integrated into the board meetings as teen representatives.

V. CONSENT AGENDA -

A. Approval of minutes of the May 17, 2018 Board Meeting (To be filed as attachment #1 May 17, 2018).

B. Approval of minutes of the June 13, 2018 Personnel Committee Meeting (Attachment #8).

C. Approval of minutes of the June 13, 2018 Personnel Committee Executive Session (Hand out).

A., B., & C. approved by consensus with no corrections.

VI. COMMITTEE REPORTS

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

B. President's Report – Attended the GAP meeting. Senator Tom Cullerton was the speaker. He gave a presentation on recent Springfield updates.

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

- A. Trustee Milnes moved and it was seconded by Trustee Barreras that the GPLD Board of Trustees accepts the Bills Approval Report (file with the Treasurer's Report) for June 21, 2018 in the amount of \$183,446.10. Ayes – all present. Nays – none. Motion carried.

VIII. LIBRARIAN'S REPORT (Attachment #4)

Library Director Bartenfelder – Library is closing early on Wednesday, July 11, 2018, the first night of the Glendale Heights Fest. Girl Scout will be managing parking on Wednesday and Band Boosters will be managing parking the rest of the week. Meeting with accountant as we approach the fiscal year turnover. Reported on open Sunday circulation numbers. Had best summer reading sign-up day ever. June is lining up to be the highest per month circulation in three years.

Assistant Director Peery – Landscaping improvements are continuing. Terminated the contract with Open Works, overnight cleaning crew, for cause. Dave Kyryak accepted fulltime position effective July 1, 2018 so cleaning will all be in house.

Public Services Assistant Manager Christen – About 1100 patrons signed-up the first day of summer reading. Norm, t-rex skull, has been a huge attraction. Jurassic Park Escape Room Program was very popular.

Community Outreach Specialist Sovanski – Jacquie coordinated Amazing Race program for kids in summer camp. Doing weeding during the summer since outreach is slow. Just elected President of the Kiwanis Club of Glendale Heights. Appointed Co-Chair of the Character Counts Coalition. Attended Glendale Heights Charity Golf Classic which donates to Make-a-Wish, F.O.P., and Chamber scholarships.

Circulation Department Manager Hebert – Becoming very relevant to the community with passports, voter registration, and notary services. Completed seven passport applications in one day. This month 26 passports and 20 photos have been completed.

IX. ACTION ITEMS

- A. Trustee Barreras moved and it was seconded by Trustee Khokar that the GPLD Board of Trustees Authorize Treasurer to transfer the Semi-Annual Bond and Interest Payment, Due June 30, 2018. Ayes – all present. Nays – none. Motion carried. (Attachment #5)
- B. Trustee Baldwin moved and it was seconded by Trustee Milnes that the GPLD Board of Trustees approve Personnel Committee Recommendation from June 13, 2018 Personnel Committee meeting – Library Director Salary increase of 4% for the 2018-2019 fiscal year. Ayes – all present. Nays – none. Motion carried.
- C. Schedule Secretary's Audit – Trustee Breede and Trustee Khokar will perform the audit on June 28, 2018 immediately following the Budget meeting scheduled at 6:30 pm.
- D. Schedule Budget Committee Meeting – Meeting was scheduled for June 28, 2018 at 6:30 pm.

- E. Trustee Milnes moved and it was seconded by Trustee Baldwin to Approve Amended Expenditures for fiscal year 2017-18. Ayes – all present. Nays – none. Motion carried. (Attachment #6)
- F. Trustee Baldwin moved and it was seconded by Trustee Milnes that the GPLD Board of Trustees enter Executive Session to discuss the minutes of meetings lawfully closed under the Open Meetings Act (5ILCS 120/2(d)); includes semi-annual review of all closed-session minutes. Ayes – all present. Nays – none. Motion carried. Entered Executive session at 7:37 pm.
- G. Trustee Barreras moved and it was seconded by Trustee Milnes that the GPLD Board of Trustees approve R-06-17 Review of Closed Minutes – First Review 2018. Roll Call vote. Ayes – all present. Nays – none. Motion carried. (Attachment #7)

X. TRUSTEE OPEN DISCUSSION

Trustee Breede mentioned negative feedback on Zumba instructor’s announcement that the class would move to a quarterly program. Reasons were discussed. Might consider monthly program. Director Bartenfelder reached out to patrons who filled out comment cards.

XI. ADJOURNMENT

Trustee Khokar moved and it was seconded by Trustee Milnes that GPLD Board of Trustees adjourns. Ayes – all present. Nays – none. Motion carried at 7:53 p.m.

Respectfully,

Constance Barreras
Secretary