



**GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES  
MEETING MINUTES  
July 19, 2018**

**I. CALL TO ORDER**

The regular board meeting of the GPLD Board of Trustees was called to order at 7:03 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, Mariann Evans, and Connie Barreras.

Also Present:

Library Director: Tom Bartenfelder

Community Outreach Specialist: Vince Sovanski

**III. ADOPTION OF AGENDA**

Trustee Khokhar moved and it was seconded by Trustee Milnes that the GPLD Board of Trustees adopts the agenda for July 19, 2018. Ayes – all present. Nays – none. Motion carried.

**IV. CITIZEN PARTICIPATION**

April and Jesina from Girl Scouts thanked the library for allowing them to monitor parking at the library during Glendale Heights Fest.

**V. CONSENT AGENDA -**

A. Approval of minutes of the June 21, 2018 Board Meeting (To be filed as attachment #1 June 21, 2018).

B. Approval of minutes of the June 21, 2018 Executive Session (Hand out).

C. Approval of minutes of the June 28, 2018 Budget Committee (To be filed as Attachment #8).

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

**VI. COMMITTEE REPORTS**

A. Forthcoming Meetings Calendar (Attachment #2) was presented. August meeting will be held on the 4<sup>th</sup> Thursday of the month.

B. President's Report – nothing to report.

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

A. Trustee Milnes moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees accepts the Bills Approval Report (file with the Treasurer's Report) for July 19, 2018 in the amount of \$155,259.61. Ayes – all present. Nays – none. Motion carried.

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

**Library Director Bartenfelder** – Began working on 2017-2018 audit. Digital Display is up and working in the Board Room. In main hallway digital display is up and should be working early next week. Marketing will be able to push information to display once it is working. Framed red granite

in front of building to keep granite out of grass. Replacing plantings in front of building that didn't take because of heat. Full time custodian has started and is doing a great job. Secured a quote and agreement to install additional study carrels in the Adult Services department. Should happen in 3<sup>rd</sup> week of August. Public Services has added two new staff members. Circulation has one staff member on maternity leave. Passports are averaging one per day and notary averages five a day.

**Community Outreach Specialist Sovanski** – Doing summer weeding while outreach is slow. Went to Health and Safety Fair committee meeting in June. Worked at Beer Tent and Corn Booth for Kiwanis.

#### **IX. ACTION ITEMS**

- A. Trustee Barreras moved and it was seconded by Trustee Milnes that the GPLD Board of Trustees approve R-01-18, Authorizing Library Fund and Investment Deposits. Roll Call vote. Ayes – all present. Nays – none. Motion carried. (Attachment #5)
- B. Trustee Milnes moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees approve R-02-18, Resolution to Adopt the prevailing wage rates for laborers, workmen and mechanics. Roll Call vote. Ayes – all present. Nays – none. Motion carried.
- C. Trustee Milnes moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees Authorize the Director to make the Tentative Budget & Appropriations Ordinance available to the public, and schedule a public hearing on the budget for August 23, 2018 at 7:00 P.M. Ayes – all present. Nays – none. Motion carried.

#### **X. TRUSTEE OPEN DISCUSSION**

Discussed parking during Glendale Heights Fest week. Director Bartenfelder said we will be open on Thursday evening next year, but will not schedule any programs. We will continue to monitor this in future years. Trustee Breede stated that the Glendale Heights Police Department did a great job monitoring and assisting with any issues in the library parking lot.

#### **XI. ADJOURNMENT**

Trustee Evans moved and it was seconded by Trustee Khokar that GPLD Board of Trustees adjourns. Ayes – all present. Nays – none. Motion carried at 7:34 p.m.

Respectfully,

Constance Barreras  
Secretary