



GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING MINUTES August 23, 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, Isabelle Baldwin, Chodri Khokhar, Jessica Breede, Mariann Evans, and Connie Barreras. Absent: Altha Milnes.

Also Present:

Library Director: Tom Bartenfelder

Assistant Director: Ian Peery

Community Outreach Specialist: Vince Sovanski

Circulation Department Manager: Jane Hebert

Trustee Evans moved and it was seconded by Trustee Khokhar that the GPLD Board of Trustees appoint Trustee Barreras as Treasurer Pro Tem. Ayes- all present. Nays – none. Motion carried.

III. ADOPTION OF AGENDA

Trustee Khokhar moved and it was seconded by Trustee Evans that the GPLD Board of Trustees adopts the agenda for August 23, 2018. Ayes – all present. Nays – none. Motion carried.

IV. CITIZEN PARTICIPATION - NONE

V. CONSENT AGENDA -

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

Approved by consensus with no corrections.

VI. COMMITTEE REPORTS

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

B. President's Report – Contacted by Kimberly Marshall to set up a meeting to discuss the audit.

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

A. Trustee Barreras 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 August 23, 2018 in the amount of \$96,217.53. Ayes – all present. Nays – none. Motion carried.

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

Library Director Bartenfelder – Auditors in building next week. This year we were able to send most of the documents that they require digitally. Kudos to Business Manager Paulette Nguyen. They won't have to sift through as many papers in the building. School back in session, no incidents. Shared, on behalf of Public Services Manager Martorano, that the study carrels have been installed in the Adult Services quiet area. Met with Sierra Club and Immigrant Solidarity DuPage. Sierra Club wants us to be a Monarch Way Station and would like to send volunteers to volunteer in our garden. Immigrant Solidarity DuPage will also provide volunteers for the garden. They would like to hold a Day of the Dead event at the library on November 3rd. Good outreach to the community and educational experience. Planning is in the works. Ann McDonald is retiring at the end of the month. Soon Har Tan will be taking over the Book Club. 1706 participants in summer reading program. 75 people attended the movie in the park in August. Low turnout. Part-time librarian Sia Paganis will be taking job at Glen Hill and Glenside Middle School. She will still work here part-time. This will increase outreach.

Circulation Department Manager Jane Hebert – July circulation is up 102 items from last year. Jacquie is back at work after the birth of her daughter. Working on Library cards for teachers. Library card sign-up month is September. There will be special programming and giveaways. September 8th & 9th is the Friends of the Library Book Sale. There is a Friends meeting on Saturday at 9:00 am.

Assistant Library Director Ian Peery – Dave Kyriack painted the meeting rooms and board room. Will probably be an annual activity. Exterior changes – filling in dirt and grass behind the new south curb, will be moving trees that block security cameras in front of the entrance and will replace with ground cover, experimenting with new tacky substance to coat red granite to keep it in place better. Apple TV will be installed in board room to allow wireless mirroring.

Community Outreach Specialist Sovanski – Worked on collection this summer. District 15 & 16 teachers visited. New principal from Winnebago also came for a visit. Shared what we offer with St. Matthews. They have 8 new teachers. They were surprised by what we would deliver to them. Queen Bee Early Education Center will have an open house on Saturday. The Muslim Society will have an open house on September 8th. District 15 had their open houses last week, all on the same night.

- A. Director Bartenfelder presented the Library Annual Statistical Report 2017-2018 (Attachment #4a) Service tallies are going up. Material usage has flatlined.
- B. Director Bartenfelder presented Sunday Summer Use Statistics (Attachment #4b) Four metrics were used to evaluate being open on Sunday; average check-outs, computer sessions per hour, scan station use per hour, and door counter. Sunday is definitely not a dead day. No reason not to continue staying open on Sundays during the summer.

IX. ACTION ITEMS

- A. Trustee Barreras moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees approve O-I-18 Budget and Appropriation, Ordinance providing for the Budget and Appropriations of Glenside Public Library District, DuPage County, Illinois for the fiscal year beginning July 1, 2018, and ending June 30, 2019. Roll Call vote. Ayes – all present. Nays – none. Motion carried. (Attachment #5)
- B. Trustee Baldwin moved and it was seconded by Trustee Khokar that the GPLD Board of Trustees approve Treasurer’s Estimate of Revenue, 2018-2019. Ayes – all present. Nays – none. Motion carried. (Attachment #6)
- C. Trustee Evans moved and it was seconded by Trustee Khokar that the GPLD Board of Trustees approve the 2017-2018 IPLAR. Ayes – all present. Nays – none. Motion carried. (Attachment #7)

X. TRUSTEE OPEN DISCUSSION

- A. ILA Trustee Workshop Attendees – will email information about event on October 11, 2018 in Peoria.
- B. Parent brought up that someone was smoking on the property, we are not a smoke free campus. Director Bartenfelder will look into steps necessary to make campus smoke free if board is interested in pursuing.

XI. ADJOURNMENT

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

Respectfully,

Constance Barreras
Secretary



BOARD OF TRUSTEES - PUBLIC HEARING
Ordinance O-1-18 Budget & Appropriation

MEETING MINUTES
August 23, 2018

I. CALL TO ORDER

Public Hearing Meeting of the GPLD Board of Trustees was called to order at 7:02PM.

II. ROLL CALL

Trustees present: Sam Lucente, Jessica Breede, Isabelle Baldwin, Mariann Evans, Chodri Khokhar and Connie Barreras.

III. CITIZEN PARTICIPATION

None

IV. ADJOURNMENT

Trustee Baldwin moved and it was seconded by Trustee Khokhar that the Budget and Appropriations Public Hearing for the GPLD adjourns. Ayes – all present. Nays – none. Motion carries at 7:02PM.

Respectfully,

Constance Barreras
Secretary