



**GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
MEETING MINUTES
May 16, 2019**

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, Jessica Breede, Altha Milnes, Isabelle Baldwin, Chodri Khokar and Connie Barreras. Trustee Absent: Mariann Evans

Also Present:

Library Director: Tom Bartenfelder

Assistant Director: Ian Peery

Community Outreach Specialist: Vince Sovanski

Public Services Manager: Jill Martorano

III. OATH OF OFFICE

- A. Trustee Khokar administered the Oath of Office to reelected trustee Isabelle Baldwin.
- B. Trustee Khokar administered the Oath of Office to reelected Trustee Saverio "Sam" Lucente
- C. Trustee Khokar administered the Oath of Office to reelected Trustee Constance Barreras.

IV. ELECTION OF OFFICERS – 2019-2021 (Handout)

- A. President – Trustee Barreras nominated Sam Lucente for the office of President. Voting – Ayes: Baldwin, Milnes, Barreras, Breede, Lucente. Nays: None Abstained: Khokar
- B. Vice President – Trustee Barreras nominated Isabelle Baldwin for the office of Vice President. Voting - Ayes: Milnes, Barreras, Breede, Lucente, Baldwin. Nays: None. Abstained: Khokar.
- C. Secretary – Trustee Baldwin nominated Connie Barreras for the office of Secretary. Voting – Ayes: Breede, Lucente, Baldwin, Milnes, Barreras. Nays: None. Abstained: Khokar.
- D. Treasurer – Trustee Baldwin nominated Altha Milnes for the office of Treasurer. Voting – Ayes: Lucente, Baldwin, Breede, Barreras, Milnes. Nays: None. Abstained: Khokar.

V. ADOPTION OF AGENDA

Trustee Baldwin moved and it was seconded by Trustee Milnes that the GPLD Board of Trustees adopt the agenda for May 16, 2019. Ayes – all present. Nays – none. Motion carried.

VI. CITIZEN PARTICIPATION - NONE

VII. CONSENT AGENDA

- A. Approve minutes of the Regular Board Meeting, April 18, 2019 (To be filed as Attachment #1 April 18, 2019).
 - B. Approve Minutes of the Budget Committee Meeting, May 2, 2019 (To be filed as Attachment #9).
- A and B approved by consensus with no corrections.*

VIII. COMMITTEE REPORTS

- A. Forthcoming Meetings Calendar (Attachment #2) was presented.
- B. President's Report – NONE

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

- A. Trustee Milnes moved and it was seconded by Trustee Barreras that the GPLD Board of Trustees accept the Bills Approval Report (file with the Treasurer's Report) for May 16, 2019 in the amount of \$90,359.48. Ayes – all present. Nays – none. Motion carried.

X. LIBRARIAN'S REPORT (Attachment #4)

Library Director Bartenfelder – Audit preliminary work has started. Most preliminary work is digital. Dumpster in parking lot is for Spring cleaning that is taking place. Circulation hit 101 passports last month, will have a party for exceeding 100 passport target. New goal is 110. 160 Notary signings. Sample chairs are available for replacement of current meeting room chairs. Meeting with Parvin Clauss: Chicago Business Signs of Carol Stream for directional signage in the library and the outside library sign.

Community Outreach Specialist Sovanski – Received Character Counts Spirit Award at the Character Counts breakfast. Jill Martorano and Sam Wright will be new library representatives to Character Counts. Battle of the Books meets are being held. Next board meeting will be the last, because of retirement on July 11th, will be working part-time. Selling raffle tickets for Charity Golf Classic.

Public Services Manager Martorano – 4th annual STEAMFest was held with about 400 people attending. It was popular with positive feedback. Jordan and Jill put the event together. Over 100 people attended Easter Egg Hunt. First Día del Nino, a traditional Latino event in celebration of the child, with face painting, story time and crafts. 70 people attended and positive comments were received. 55 tax returns were successfully transmitted through the VITA program. Summer Reading begins on June 3rd. Free ice cream will be given out on first day.

Assistant Director Perry – Exterior landscaping – focus on front entrance, reworking the beds and limestone. Adding red granite due to loss, treatment will be applied to settle beds. Temperature and drought resistant native plants will be added. Transplanting plants from back to hide garbage corral and other outdoor equipment. Exterior foliage should be on autopilot for the future.

XI. ACTION ITEMS

- A. Budget Committee Recommendations:
 1. Trustee Milnes moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees accept Budget Committee Recommendation to amend 2018-2019 Budget (Attachment #5). Ayes – all present. Nays – none. Motion carried.
 2. Trustee Milnes moved and it was seconded by Trustee Khokar that the GPLD Board

of Trustees accept Budget Committee Recommendation 2019-2020 Budget \$3,709,665 with Chart of Accounts (Attachments: #6a, #6b). Ayes – all present. Nays – none. Motion carried.

- B. Trustee Milnes moved and it was seconded by Trustee Khokar that the GPLD Board of Trustees approve PR-05-18 Salary Chart 2019-20 (Attachment #7a, #7b). Ayes – all present. Nays – none. Motion carried.
- C. Committee Assignments (Attachment #8)
 - 1. Trustee Barreras moved and it was seconded by Trustee Milnes that the GPLD Board of Trustees approve the appointments of Altha Milnes, Connie Barreras, Chodri Khokar, and Sam Lucente to the Budget Committee. Ayes - all present. Nays - none. Motion carried.
 - 2. Trustee Milnes moved and it was seconded by Trustee Khokar that the GPLD Board of Trustees approve the appointments of Isabelle Baldwin, Altha Milnes, Jessica Breede, and Sam Lucente to the Building Committee. Ayes - all present. Nays - none. Motion carried.
 - 3. Trustee Khokar moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees approve the appointments of Sam Lucente, Isabelle Baldwin, and Altha Milnes to the Executive Committee. Ayes - all present. Nays - none. Motion carried.
 - 4. Trustee Khokar moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees approve the appointments of Isabelle Baldwin, Connie Barreras, Jessica Breede, and Sam Lucente to the Personnel Committee. Ayes - all present. Nays - none. Motion carried.
 - 5. Trustee Khokar moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees approve the appointments of Connie Barreras, Chodri Khokar, Mariann Evans, and Sam Lucente to the Trustee Development Committee. Ayes - all present. Nays - none. Motion carried.

XII. TRUSTEE OPEN DISCUSSION

- A. The Personnel Committee meeting for Library Director's annual evaluation was scheduled for June 13, 2019 at 6:30 p.m.
- B. The Secretary's Audit, 2019-2020 was scheduled for June 13, 2019 at 6:00 p.m. Trustee Milnes and Trustee Baldwin will be conducting the audit.

XIII. ADJOURNMENT

Trustee Baldwin moved and it was seconded by Trustee Khokar that GPLD Board of Trustees adjourns. Ayes – all present. Nays – none. Motion carried at 8:06 p.m.

Respectfully,

Constance Barreras

Constance Barreras
Secretary