



GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING MINUTES - January 16, 2020

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, Mariann Evans and Connie Barreras. Trustees Absent: Jessica Breede.

Also Present:

Library Director: Tom Bartenfelder

Assistant Library Director: Ian Peery

Circulation Services Manager: Jane Hebert

Public Services Manager: Jill Martorano

III. ADOPTION OF AGENDA

Trustee Milnes moved and it was seconded by Trustee Khokhar that the GPLD Board of Trustees adopts the agenda for January 16, 2020. Ayes – all present. Nays – none. Motion carried.

IV. CITIZEN PARTICIPATION - NONE

V. CONSENT AGENDA

A. Approval of minutes of the November 21, 2019 GPLD Board Meeting (To be filed as Attachment #1 November 21, 2019).

B. Accept Annual Audit & Annual Financial Report 2018-19 (Attachment #7).

C. Authorize Certification of Names for annual Statement of Economic Interest (Attachment #8).

D. O-06-19 Regular Meeting Dates 2020-21 (Attachment #9).

A., B., C., and D. adopted by consensus with no corrections.

VI. COMMITTEE REPORTS

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

B. President's Report - None.

VII. TREASURER'S REPORT (Attachments #3a & #3b)

A. Trustee Milnes moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees Ratify Bills paid December 2019 (file with the Treasurer's Report) in the amount of \$142,332.98. Ayes – all present. Nays – none. Motion carried.

- B. Trustee Milnes moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees accept Bills Approval Report (file with the Treasurer's Report) for January 16, 2020 in the amount of \$37,629.38. Ayes – all present. Nays – none. Motion carried.

VIII. LIBRARIAN'S REPORT (Attachment #4)

Library Director Bartenfelder - Bond refinancing was completed December 2019, paperwork has been filed with the county. Final savings amount is \$245, 909 over the next 8 years. Annual audit came in, the library's unreserved fund balance finished the 18-19 year at \$1,151,000 exceeding our three-year goal of \$1,000,000. The library was accepted as a subrecipient of the IDHS grant to increase census 2020 participation among our "Hard-to-Count" community. The amount approved is \$10,000 and will be spent to conduct a multi-stage physical and digital marketing campaign. Library is a trusted voice in the community. Friends of the Glenside Public Library and Kiwanis of Glendale Heights are putting on another Casino Night Fundraiser on March 21st.

Assistant Library Director Peery - Databases remote access stopped working. Innovative couldn't upgrade to support software. Their proposal was \$80,000. Implemented Easy proxy for \$5,000 per year. New public printer, increased max to 150,000 pages per month and decreased monthly expense. New staff and public copier/printer purchased.

Circulation Services Manager Hebert – Community wreaths were hung in the library for December. Held food drive to support Glendale Heights Christmas Sharing.

Public Services Manager Martorano - Participated in Glendale Heights Christmas Sharing by purchasing gifts for two families and gift wrapping. Collected clothing items on Holiday Tree. More than 50 items were collected and donated to Family in Faith. Christiana Knapp resigned for fulltime employment, position is currently open. Tristan Jackson hired as new computer clerk, she is currently enrolled in library school. VITA 2020 tax preparation will start February 15th and take place on Saturdays from 9:00-1:00. There is a site coordinator and 8 volunteers. Frozen event with Elsa and Anna had approximately 350 attendees.

IX. ACTION ITEMS - NONE

X. TRUSTEE OPEN DISCUSSION

- A. Discussion regarding Library Annual Goals Update (Attachment #5). Will discuss in more detail at Personnel Committee Meeting.
- B. Chairperson Baldwin scheduled the Personnel Committee Meeting for Library Director's Update on February 6, 2020 at 6:30 p.m.
- C. Discussion regarding Library Hour Extension Proposal (Attachment #6). Extending Friday hours to 7:00 p.m. close. Approximate cost \$11,000. 0.2% budget increase. 3% service increase. Start first week of school August 2020.

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 7:48p.m.

Respectfully,

Constance Barreras

Constance Barreras
Secretary