



**GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
MEETING MINUTES
March 18, 2021**

I. CALL TO ORDER

The regular board meeting of the GPLD Board of Trustees was called to order at 7:05 p.m. by Board President Sam Lucente at the Glenside Public Library.

II. ROLL CALL

Trustees Present: Sam Lucente, Altha Milnes, Chodri Khokar, Marianne Evans, and Connie Barreras. Trustees Absent: Jessica Breede and Isabelle Baldwin. Also Present: Library Director Tom Bartenfelder, Assistant Library Director Ian Peery, Public Services Manager Jill Martorano, and Circulation Department Manager Jane Hebert.

III. ADOPTION OF AGENDA

Trustee Barreras moved and it was seconded by Trustee Evans that the GPLD Board of Trustees adopts the agenda for March 18, 2021. Ayes – all present. Nays – none. Motion carried.

IV. CITIZEN PARTICIPATION - NONE

V. CONSENT AGENDA

- A. Approval of minutes of the February 18, 2021 GPLD Board Meeting (To be filed as Attachment #1 February 18, 2021).
 - B. Authorize Treasurer to adjust levy amounts within the 2020 tax extension.
 - C. Annual Authorization of RAILS Library Non-Resident Participation (Attachment #9).
 - D. Approval of minutes of the March 4, 2021 Personnel Committee Meeting (Attachment #10).
 - E. Approval of PR-06-20 Library Fees (Attachment #11).
 - F. Approval of PR-07-20 Confidentiality of Library Records (Attachment #12).
 - G. Approval of PR-08-20 Use of Library Facilities (Attachment #13).
 - H. Approval of PR-04-20 Access to Internet (Attachment #14).
 - I. Approval of PR-03-20 Access to Library Materials (Attachment #15).
 - J. Approval of PR-02-20 Use of Paid Consultants (Attachment #16).
- A., B., C., D., E., F., G., H., I., and J. 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 (Attachment #3 and Handout)

- A. Trustee Milnes moved and it was seconded by Trustee Lucente that the GPLD Board of Trustees accept Bills Approval Report (file with the Treasurer's Report) for March 18, 2021 in the amount of \$85,106.21. Ayes – all present. Nays – none. Motion carried.

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

Library Director Bartenfelder – The Department Heads are attending this meeting in person for the first time in a over a year. Equity, Diversity, and Inclusion Committee met to review library policies, only change was removal of term 'gang like behavior' from Use of Library Facilities policy. Little Free Library is being constructed by Glendale Heights Parks and Recreation for installation at College Park, library will fund \$250 cost. Once installed, Friends of the Library will stock and monitor. Queen Bee School district is gauging community interest in moving to 4-day school week from 2-day. Monitoring for impact on library after school. Time is shifting while working on the library budget.

Public Services Manager Martorano – It has been extremely busy at the library. Youth area is slow, but more families are returning every day. Adult area main request is study rooms. Starting to fill staff vacancies. PC Clerks Zil Barot and Shireen Baig recently hired. Parttime Public Services Librarian Mary Kellie-Marques was hired. Interviewing for full time Youth Programming Librarian. Summer programming is being planned and will be all outdoor. Hosting a guest author, Hena Khan, this week. District 16 saw her virtually yesterday and District 15 will be having a virtual program tomorrow. New youth shelving is installed. Collections have permanent space and seating is maximized. Intern Dulce Polivka is halfway through her internship and will be graduating soon from COD with a certification in Library and Information Technology.

Circulation Department Manager Hebert – Busy with requests for tax forms and study rooms. Fully staffed in circulation. Brenda Vasquez has been certified to process passports. Hired Deyanira Reyes-Zavala back to work in evenings. Accepting book donations. Friends of the Library President Linda Fagan has bagged thousands of books that have been given away for free.

Assistant Library Director Peery – Sub-custodian Kole Strepek has accepted part-time custodian position. Ethan Cho is the new sub-custodian. Water issue with west gutter system is being investigated for a permanent fix. New lighting will be installed to go with new shelving.

IX. **ACTION ITEMS**

- A. Trustee Evans moved and it was seconded by Trustee Khokar that the GPLD Board of Trustees Accept the Recommendation of Award: Study Room Construction in the amount of \$84,418 to Arlington Construction Services (Attachment #5). Architect, Dan Porhte, presented his recommendation for the lowest, responsible bidder to complete the study room construction project. Roll Call vote. 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 R-03-20 Review of Closed Session Minutes – First Review 2021 (Attachment #6). August 25, 2005 and October 6, 2005 minutes to remain sealed. Roll Call vote. Ayes – all present. Nays – none. Motion carried.

- C. Trustee Milnes moved and it was seconded by Trustee Barreras that the GPLD Board of Trustees Approve PR-05-20 Library Card Privileges (Attachment #7). Ayes – all present. Nays – none. Motion carried.
- D. Trustee Milnes moved and it was seconded by Trustee Barreras that the GPLD Board of Trustees Approve PR-09-20 Annual Review of Policy Resolutions (Attachment #8). Ayes – all present. Nays – none. Motion carried.

X. TRUSTEE OPEN DISCUSSION

- A. Economic Interest Statement Reminder – every trustee should have received an email with instructions on filing the annual Economic Interest Statement online.
- B. Budget Committee Meeting was scheduled for May 6, 2021 at 6:30 p.m.
- C. Village of Glendale Heights is currently making plans for Glendale Heights Fest in July. Waiting for final decision by village to make decision on parking lot and library closings during Fest.

XI. ADJOURNMENT

Trustee Barreras moved, and it was seconded by Trustee Evans that the GPLD Board of Trustees adjourns. Ayes – all present. Nays – none. Motion carried at 7:56 p.m.

Respectfully,

Connie Barreras

Constance Barreras
Secretary