



**GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES
MEETING MINUTES
May 20, 2021**

I. CALL TO ORDER

The regular board meeting of the GPLD Board of Trustees was called to order at 7:00 p.m. by Board President Sam Lucente at the Glenside Public Library.

II. ROLL CALL

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

III. OATH OF OFFICE

A. Oath of Office was administered to Altha Milnes.

IV. ELECTION OF OFFICERS: 2021-2023

- A. President – Trustee Evans nominated Sam Lucente for the position of President. Nomination was seconded by Trustee Milnes. No additional nominations. Voting: Ayes 6, Nays 0.
- B. Vice President – Trustee Lucente nominated Isabelle Baldwin for the position of Vice President. Nomination was seconded by Trustee Milnes. No additional nominations. Voting: Ayes 6, Nays 0.
- C. Treasurer – Trustee Baldwin nominated Altha Milnes for the position of Treasurer. Nomination was seconded by Trustee Breede. No additional nominations. Voting: Ayes 6, Nays 0.
- D. Secretary - Trustee Lucente nominated Connie Barreras for the position of Secretary. Nomination was seconded by Trustee Baldwin. No additional nominations. Voting: Ayes 6, Nays 0.

V. ADOPTION OF AGENDA

Trustee Barreras moved and it was seconded by Trustee Baldwin that the GPLD Board of Trustees adopts the agenda for May 20, 2021. Ayes – all present. Nays – none. Motion carried.

VI. CITIZEN PARTICIPATION

Cotney Watts and Sufiyan Mohammed contacted Director Bartenfelder regarding the open trustee position.

VII. CONSENT AGENDA

- A. Approval of minutes of the April 22, 2021 GPLD Board Meeting (To be filed as Attachment #1 April 22, 2021).
 - B. Approval of minutes of the Budget Committee Meeting, May 13, 2021 (To be filed as Attachment #8 May 20, 2021).
- A and B Adopted 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 Baldwin that the GPLD Board of Trustees accept Bills Approval Report (file with the Treasurer's Report) for May 20, 2021 in the amount of \$87,167.46. Ayes – all present. Nays – none. Motion carried.

X. LIBRARIAN'S REPORT (Attachment #4)

Director Bartenfelder - Study room construction is on schedule to be completed by July 1st. Circulation Manager Jane Hebert is attending her last board meeting after starting at Glenside Public Library 9 years ago. She is retiring at the end of the month. 40 resumes were received for her open position and 7 interviews took place. Pam Kamin will be training parttime and will be starting fulltime on June 16th. She comes to us from Batavia Library where she was the Assistant Circulation Manager. The governor changed mask mandate and fully vaccinated no longer need to wear a mask in the library. Staff will still be required to wear a mask. Signs with new policy have been ordered but are delayed. Village has not gotten back on what their new policy will be.

Public Services Manager Martorano – Staff room finished along with spring cleaning to get everything organized. Summer Reading preregistration has started on Beanstack. It will run from June 1st-July 31st. Planning summer events with Glendale Heights Police Department for Movie with a Cop. Library has purchased movie licenses. Material budgets end of year spending has finished.

Assistant Director Peery – Librarians workroom has new built-in desks. Counter desk was demolished and data and power connections were moved. Parking lot had normal wear over the winter and all cracks have been sealed. Lights on Youth Services displays have been installed. Public computers for searching catalog are being replaced.

Circulation Manager Hebert – Circulation department employees completed two SWAN trainings last month. Getting everything ready and going over items for Anees since there will be a short gap between Jane's last day and the first fulltime day for Pam.

XI. ACTION ITEMS

- A. Trustee Milnes presented Budget Committee Recommendation to adopt the Operating Budget 2021-22 in the amount of \$3,681,074.
1. Trustee Evans moved and it was seconded by Trustee Milnes that the GPLD Board of Trustees adopt Operating Budget 2021-22 in the amount of \$3,681,074 with Chart of Accounts (Attachment #5a, #5b). Roll Call Vote: Ayes – all present. Nays – none. Motion carried.
- B. Trustee Barreras moved and it was seconded by Trustee Milnes that the GPLD Board of Trustees Approve R-04-20 Declaration of Vacancy on the Board of Trustees (Attachment #6). Ayes – all present. Nays – none. Motion carried.

C. Committee Assignments (Attachment #7)

Trustee Milnes moved and it was seconded by Trustee Barreras that the GPLD Board of Trustees approve the following appointments to the Budget Committee. Ayes – all present. Nays – none. Motion carried.

Budget Committee

Treasurer – Chair: Altha Milnes
Two (2) Trustees: Constance Barreras, Mariann Evans
President (Ex Officio): Sam Lucente

Trustee Milnes moved and it was seconded by Trustee Breede that the GPLD Board of Trustees approve the following appointments to the Building Committee. Ayes – all present. Nays – none. Motion carried.

Building Committee

Chair: Isabelle Baldwin
Two (2) Trustees: Altha Milnes, Jessica Breede
President (Ex Officio): Sam Lucente

Trustee Breede moved and it was seconded by Trustee Milnes that the GPLD Board of Trustees approve the following appointments to the Executive Committee. Ayes – all present. Nays – none. Motion carried.

Executive Committee

President: Sam Lucente
Vice President: Isabelle Baldwin
One (1) Trustee: Altha Milnes

Trustee Barreras moved and it was seconded by Trustee Breede that the GPLD Board of Trustees approve the following appointments to the Personnel Committee. Ayes – all present. Nays – none. Motion carried.

Personnel Committee

Chair: Isabelle Baldwin
Two (2) Trustees: Constance Barreras, Jessica Breede
President (Ex Officio): Sam Lucente

Trustee Evans moved and it was seconded by Trustee Breede that the GPLD Board of Trustees approve the following appointments to the Trustee Development Committee. Ayes – all present. Nays – none. Motion carried.

Trustee Development Committee

Chair: Jessica Breede
Two (2) Trustees: Mariann Evans, Constance Barreras
President (Ex Officio): Sam Lucente

XII. TRUSTEE OPEN DISCUSSION

- A. Personnel Committee meeting was scheduled for June 10, 2021 at 7:30 pm. Trustee Milnes and Trustee Breede will conduct the Secretary's Audit, 2020-2021 on June 10, 2021 at 6:30 pm.
- B. Trustee Vacancy procedure was discussed. There will be a public posting, candidates will submit resume, interviews will take place, resolution will be made to appoint trustee. Executive Committee will handle process.

XIII. ADJOURNMENT

Trustee Evans moved, and it was seconded by Trustee Milnes that the GPLD Board of Trustees adjourns. Ayes – all present. Nays – none. Motion carried at 8:00 p.m.

Respectfully,

Constance Barreras

Constance Barreras
Secretary