



GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MEETING MINUTES

November 18, 2021

I. CALL TO ORDER

The regular board meeting of the GPLD Board of Trustees was called to order at 6:59 p.m. by Board President Sam Lucente at the Glenside Public Library.

II. ROLL CALL

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

III. ADOPTION OF AGENDA

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

IV. CITIZEN PARTICIPATION

NONE

V. CONSENT AGENDA

- A. Approval of minutes of the October 21, 2021 GPLD Board Meeting (To be filed as Attachment #1 October 21, 2021).
- B. Approval of 2022 Per Capita Grant Application (Attachment #9).
- C. Accepting Annual Audit & Annual Financial Report 2020-21 (Attachment #10).
- D. Canceling December board meeting and authorizing Treasurer to pay all normal and customary bills in December and Board will affirm in January.
- E. Approval of Intergovernmental Agreement with Northbrook Library to provide joint virtual programming (Attachment #11).
- F. Approval of Intergovernmental Agreement with School District 41 (Attachment #12).

All 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

- A. Trustee Milnes moved and it was seconded by Trustee Breede that the GPLD Board of Trustees accept Bills Approval Report (file with the Treasurer's Report) for November 18, 2021, in the amount of \$269,263.56.
Ayes – all present. Nays – none. Motion carried.

VIII. LIBRARIAN'S REPORT

Director Bartenfelder – Circulation Manager Pam Kamin was elected by circulation managers in the SWAN consortium to be one of five board members of the Circulation Advisory Board. OSHA vaccine testing mandate doesn't affect the library. We have an action item for approval of Intergovernmental Agreement

with School District 41 because some residents of the Glenside Library District attend school in District 41. Audit completed in November. No material deficiencies were found.

- A. Exterior Digital Sign Project Update (Attachment #5)
Library is not zoned for a digital sign, will have to go the village for a variance. Plan is to move the sign from its current location.
- B. Circulation Redesign Progress Update (Attachment #6)
Pam, Anees, and Tom met with the architect. 3D options were presented.
- C. Chiller Replacement Recommendation (Attachment #7a, #7b)
Dan Eallonardo from Independent Construction Services, Inc. discussed bid process and the recommendation for the chiller replacement project.

Assistant Director Peery – Implementing tech policy and procedures for staff checkout of laptops and other technical equipment, and replacement life cycle.

Public Services Manager Martorano – Author Nick Bruel of the Bad Kitty Series had free virtual presentations in District 15 and District 16 schools. Winter newsletter is in. Friends of the Library holiday gift bags are for sale in the lobby. New employees: Agata Czyzewska – Parttime Public Services Librarian, Amy Rittenhouse – Fulltime Early Childhood Outreach Librarian, Emylie Latham – Parttime Public Services Librarian. Amy is replacing Diane Norris who is retiring. Public Services, and the library, is fully staffed.

IX. ACTION ITEMS

- A. Trustee Barreras moved and it was seconded by Trustee Milnes that the GPLD Board of Trustees Accept the bid from Oak Brook Mechanical Services, Inc. in the amount of \$177,000 for the 2022 Chiller Replacement. (Attachment #7a, #7b).
Roll Call vote. Ayes – all present. Nays – none. Motion carried.
- B. Trustee Evans moved and it was seconded by Trustee Breede that the GPLD Board of Trustees Approve Ordinance O-04-21 abating the 2021 Glenside Public Library District tax levy regarding the payment and interest due on general obligation refunding library bonds series 2019 (Attachment #8).
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 closing the library on Sunday, December 26th and Sunday, January 2nd.
Ayes – All present. Nays – none. Motion carried.

X. TRUSTEE OPEN DISCUSSION

- A. Director Bartenfelder will be holding Trustee Development meetings on the Thursday before board meetings starting in January.

XI. ADJOURNMENT

Trustee Milnes moved, and it was seconded by Trustee Milnes that the GPLD Board of Trustees adjourns.
Ayes – all present. Nays – none. Motion carried at 8:20 p.m.

Respectfully,

Constance Barreras

Constance Barreras
Secretary, Glenside Public Library District Board of Trustee