



# GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

## REGULAR MEETING MINUTES

March 17, 2022

### I. CALL TO ORDER

The regular board meeting of the GPLD Board of Trustees was called to order at 7:02p.m. by Board President Sam Lucente at the Glenside Public Library.

### II. ROLL CALL

Trustees Present: Sam Lucente, Altha Milnes, Marian Evans, Jessica Breede and Connie Barreras. Trustee Sufiyan Mohammed arrived at 7:15. Trustee Absent: Isabelle Baldwin. Also Present: Library Director Tom Bartenfelder, Assistant Library Director Ian Peery, Public Services Manager Jill Martorano, and Circulation Services Manager Pam Kamin.

### III. ADOPTION OF AGENDA

Trustee Milnes moved and it was seconded by Trustee Mohammed that the GPLD Board of Trustees adopts the agenda for March 17, 2022.

Ayes – all present. Nays – none. Motion carried.

### IV. CITIZEN PARTICIPATION

NONE

### V. CONSENT AGENDA

- A. Approval of minutes of the February 17, 2022 GPLD Board Meeting (Attachment #1).
- B. Approval of Annual Authorization: RAILS Library Non-Resident Participation (Attachment #9).
- C. Approval of Policy Resolution PR-05-21 Notary Services (Attachment #10).
- D. Approval of Policy Resolution PR-06-21 Library Fees (Attachment #11).

A, B, C, & 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

- A. Trustee Milnes moved and it was seconded by Trustee Barreras that the GPLD Board of Trustees Accept Bills Approval Report (file with the Treasurer's Report) for March 17, 2022, in the amount of \$77,612.26.

Ayes – all present. Nays – none. Motion carried.

### VIII. LIBRARIAN'S REPORT

**Director Bartenfelder** – Updates: Monument Digital Sign – close to applying for variance. Talked with Joanne Kalchbrenner, Director of Glendale Heights Community Development, and she reviewed drawings. Next steps are plat survey, public hearing, and going to bid. Chiller – delayed one more week, shipping on April 30th. Crews were on site this week measuring and prepping. Circulation Redesign – architect should be making a presentation at the meeting next month. Read kudos cards from patrons. Received glowing letter from US Department of State on passing passport application audit with 100%

**Assistant Director Peery** – Update on chiller – work this week; measuring and wiring to connect chiller to controls. Tentative schedule for water testing on March 31st. Will look for cause and possible solutions to

foyer and second meeting room water intrusion. Custodian Kale Streppek moved out of state. Hired new substitute custodian, Victor Flores. Interviewing tomorrow for an additional custodian.

**Public Services Manager Martorano** – SWAN Aspen catalog is live, nicer looking, and more functionality. Completed employee evaluations, written and meetings. 125 youth completed passive I Spy Challenge that was in the display case. Multiple staff participated in Day of Reading in District 16. Guest Author Kate Messner did virtual visit with K-5 students in District 15, District 16, and St. Matthews. Outreach numbers are back to normal. Saw 2,370 kids in the month of February, preschool through 8th grade. 70 people attended the Juggling Show in February. 115 people attended the Reptile Show in March. Summer Reading planning underway. Kona Shaved Ice Truck on 1st day.

**Circulation Manager Kamin** – Circulation Department is familiar with SWAN Aspen catalog in order to answer patron questions. Performance evaluations for employees were completed. Launched advertising for license plate stickers. 14 have been sold so far.

## IX. ACTION ITEMS

- A. Trustee Milnes moved and it was seconded by Trustee Barreras that the GPLD Board of Trustees Approve Resolution R-04-21 Review of Closed Session Minutes – First Review 2022 (Attachment #5). To remain closed: 8/25/05 and 10/6/05.  
*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 Trustee Approve Policy Resolution PR-07-21 2022-2023 Salary Schedule (Attachment #6a and #6b)  
*Ayes – all present. Nays – none. Motion carried*
- C. Trustee Milnes moved and it was seconded by Trustee Breede that the GPLD Board of Trustees Approve Policy Resolution PR-08-21 Annual Policy Review. (Attachment #7)  
*Ayes – all present. Nays – none. Motion carried*
- D. Trustee Mohammed moved and it was seconded by Trustee Breede that the GPLD Board of Trustee Authorize Treasurer to adjust levy rates within the 2021 tax extension. (Attachment #8).  
*Ayes – all present. Nays – none. Motion carried*

## X. TRUSTEE OPEN DISCUSSION

- A. Reviewed Economic Interest Statement Clarifications/Reminders.
- B. Scheduled Budget Committee Meeting for May 5, 2022 at 6:30 p.m.
- C. Suggestion to help reestablish a library in Ukraine. Tabled until viable to do so.

## XI. ADJOURNMENT

Trustee Barreras moved, and it was seconded by Trustee Mohammed that the GPLD Board of Trustees adjourns.

*Ayes – all present. Nays – none. Motion carried at 8:06 p.m.*

Respectfully,

*Constance Barreras*

**Constance Barreras**  
Secretary, Glenside Public Library District Board of Trustees