



GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MEETING MINUTES

February 16, 2023

I. CALL TO ORDER

The regular board meeting of the GPLD Board of Trustees was called to order at 7:01 p.m. by Board President Sam Lucente at the Glenside Public Library.

II. ROLL CALL

Trustees Present: Sam Lucente, Jessica Breede, Altha Milnes, and Connie Barreras. Trustees absent: Isabelle Baldwin, April Hieronymus, and Mariann Evans. Also Present: Library Director Tom Bartenfelder, Assistant Library Director Ian Peery, Circulation Services Manager Pam Kamin, and Public Services Manager Jill Martorano.

III. ADOPTION OF AGENDA

Trustee Milnes moved and it was seconded by Trustee Breede that the GPLD Board of Trustees adopts the agenda for February 16, 2023.

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

IV. CITIZEN PARTICIPATION

Director Bartenfelder shared comment cards that have been received with positive remarks about library employees.

V. CONSENT AGENDA

- A. Approve Minutes: Regular Board Meeting, January 19, 2023 (Attachment #1).
- B. Approve Minutes: Personnel Committee Meeting, February 9, 2023 (Attachment #5)
- C. Accept Annual County Tax Distribution Statement (2022 Levy) (Attachment #6)
- D. Accept Semi-annual Statement of Receipts and Disbursements 2022 July-Dec (Attachment #7)

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 (Attachment #3 and Handout)

- 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 February 16, 2023, in the amount of \$90,422.91.

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

VIII. LIBRARIAN'S REPORT

Director Bartenfelder – Jon Schutt, Marketing Coordinator, ran a Valentine's Day campaign for patrons to send us their love, posted on Facebook, many nice comments about the library. Circulation Department remodel is ongoing, counter was dropped and broke, stain is wrong and architect wants to rebuild. Will not be completed by March 1st will update when more information is available. High interest rates, 4.25% in January and 4.50% is increasing interest we are receiving on accounts. January 2023, checkouts at 21,250,

2nd highest month in 2 years. Glendale Heights has a \$120,000 grant to improve biking and pedestrian access in Glendale Heights. Tom is on the steering committee that is meeting next week.

Assistant Director Peery – Hiccups with Circulation Department 3rd party vendors. Card key access power door issue. Minor issues with termination of voice/data cable.

Public Services Manager Martorano – Reupholstering of lounge chairs in preschool area. Replaced bench in teen room. Redid ottomans used for seats in Teen Room. Teen art show in January. 9 teens submitted work. Families came in to see the display. 2022 tax forms are here and are being distributed. Author visit – middle schools next Friday, first in person since COVID. 2nd large event since adding 5th grade at Glenside Middle School, Rachel is doing outreach to promote author. Newsletter should be out by Tuesday. All Public Service evaluations have been completed.

Circulations Services Manager Kamin – 137 passports in January and 79 in February so far. SWAN finished yearly national change of address processing. Pam is checking patron account demographic information to make sure it is up to date with proper age group, and no misspellings in address field and emails. Training opportunities for staff. Change in hold labels to keep information private. Bookmarks will be distributed to educate patrons on how to check out holds.

IX. ACTION ITEMS

- A. Trustee Barreras moved, and it was seconded by Trustee Breede that GPLD Board of Trustees Approve early closure of the library on July 12th at 5:00 pm if Glendale Heights Fest 2023 opens as planned.

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

X. TRUSTEE OPEN DISCUSSION

None

XI. ADJOURNMENT

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

Ayes – all present. Nays – none. Motion carried at 7:23 p.m.

Respectfully,

Constance Barreras

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Secretary, Glenside Public Library District Board of Trustees