



# GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

## REGULAR MEETING MINUTES

**August 24, 2023**

### I. CALL TO ORDER

The regular board meeting of the GPLD Board of Trustees was called to order at 7:07 p.m. by Board President Isabelle Baldwin at the Glenside Public Library.

### II. ROLL CALL

Trustees Present: Altha Milnes, Isabelle Baldwin, Connie Barreras, Jessica Breede, Mohammed Mortoja (Via Zoom), Christine Maes (Via Zoom), April Hieronymus. Also Present: Library Director Tom Bartenfelder, Circulation Services Manager Pam Kamin and Public Services Manager Jill Martorano.

### III. ADOPTION OF AGENDA

Trustee Milnes moved and it was seconded by Trustee Barreras that the GPLD Board of Trustees adopts the agenda for August 24, 2023.

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

### IV. CITIZEN PARTICIPATION

None

### V. CONSENT AGENDA

- A. Approve Minutes: Regular Board Meeting, July 20, 2023 (Attachment #1)
- B. Approve IPLAR Report 2022-23 (Attachment #8)

**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. Accept Bills Approval Report for August 24 in the amount of \$91,295.37

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

### VIII. LIBRARIAN'S REPORT

**Director Bartenfelder –**

- Provided an update on the monument sign project. The general contractor has responded to increased pressure to get the project moving. Estimated completion date is early September.
- The 2022-23 audit has begun.
- The start of the school year so far has been uneventful and the librarians are doing a great job engaging the students.
- A reminder to the trustees to complete their OMA training was issued.
- A good amount of trees and bushes required pruning and/or removal. That work has been completed.
- With the change of trees/shrubbery the holiday lights vendor came out to requote their work. No rate increase was applied but a few additional areas will be lit this upcoming winter. Specifically,

lights will now be visible from the south and east sides of the building to better tie in with the Village's lights in Camera park.

**Circulation Services Manager Pam Kamin –**

- The hard countertop didn't line up perfectly with the curve closest to the entrance so they are replacing it with a new one. Delivery of the new countertop is expected today. If Encon receives the countertop today, they will install it tomorrow.
- The new countertop is heavier than the old one (since it was constructed properly) so they will be adding additional supports underneath.
- Jennifer Van Vegten has accepted an internship with Dominican University. Her last day will be Thursday, August 31st.
- The job posting went up last Friday and we've already received several applications. I'm confident this position will be filled soon.
- We purchased a new wheelchair for the library. Our old one had reached the end of its lifespan and was hard to operate due to worn down tire grips and wheel locks that were hard to engage. The new wheelchair has a 500 lb limit, 22-inch wide seat and additional safety features such as anti-tipping stability and swing away leg rests. A patron used it today and was very pleased with it.

**Public Services Manager Jill Martorano –**

- The library's Volunteer summer program ended with a total of 21 volunteers and 61 hours.
- Staff attended the GH PD's National Night Out event. The library supported the event by hiring face painters and passing out prizes for the kids.
- Staff attended the Monarch butterfly festival event in Camera Park.
- The library has hired a new computer clerk, Tom Le. Public Services is currently fully staffed.
- D16 brought 25 new district teachers to the library to learn about our outreach services.
- All schools have signed their annual agreements to receive our bookbag services.
- School has started for all districts and the outreach team is busy scheduling their outreach calendars.
- Library staff attended all of the D15's Back-to-School Nights and will attend D16's upcoming events as well.

## **XI. ACTION ITEMS**

- A. Milnes moved and it was seconded by Breede to approve the Treasurer's Estimate of Revenue, 2023-2024

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

- B. Barreras moved and it was seconded by Milnes to approve Ordinance O-01-23 Budget and Appropriation

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

- C. Maes moved and it was seconded by Milnes to table Semi-annual Statement of Receipts and Disbursements Jan-Jun 2023

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

## **XII. TRUSTEE OPEN DISCUSSION**

None

**XIII. ADJOURNMENT**

Trustee Barreras moved, and it was seconded by Trustee Milnes that the GPLD Board of Trustees adjourns.  
*Ayes – all present. Nays – none. Motion carried at 7:27 p.m.*

Respectfully,

*Tom Bartenfelder*

**Tom Bartenfelder**  
Library Director, Glenside Public Library District