



GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MEETING MINUTES

October 19, 2023

I. CALL TO ORDER

The regular board meeting of the GPLD Board of Trustees was called to order at 7:04 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 (Arrived 7:08), Christine Maes, April Hieronymus (Arrived 7:12). Also Present: Library Director Tom Bartenfelder, Circulation Services Manager Pam Kamin and Public Services Manager Jill Martorano.

III. ADOPTION OF AGENDA

Trustee Breede moved and it was seconded by Trustee Trustee Milnes that the GPLD Board of Trustees adopts the agenda for October 19, 2023.

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

IV. CITIZEN PARTICIPATION

None

V. CONSENT AGENDA

A. Minutes: Regular Board Meeting, September 21, 2023 (Attachment #1)

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 October 19, 2023 in the amount \$94,060.84

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

VIII. LIBRARIAN'S REPORT (Attachment #4)

Director Bartenfelder –

- Provided an update on the monument sign project. Monitor is scheduled to be installed 10/24.
- Final Pay app has been received for the circulation renovation. We are looking forward to officially declaring this project completed.
- The 2022-23 audit is 95% finished.
- There are some changes in the scope of the masonry and curtain wall repair projects. Some elements have been removed after the potential damage of conducting preventative maintenance outweighed benefits. A number of additional masonry concerns were identified around the building. Proposals are being drafted and if the building consultant agrees they will be added to the project.

Circulation Services Manager Pam Kamin –

- Circ represented the Library at the Health and Safety Fair on 10/4. The event was well attended. I handed out nearly 200 flyers to visitors. For those who already had library cards, I used it as an opportunity to promote the SWAN Libraries mobile app.
- Glen Hill and Americana Schools had their Library Night Out event on 10/11. Circ registered 2 new library cards.
- On 10/11 Glen Ellyn's Passport Associate visited our library to gather information and inspiration from our passport program. It was a productive meeting and we both came away from it with ideas on ways to further improve our passport programs.
- Black Hawk had their Library Night Out event on 10/16. Circ registered 8 new library cards.
- We restocked our Narcan supply this month after distributing 4 of the 5 boxes we had.

Public Services Manager Jill Martorano –

- The library hosted Americana, Glen Hill and Black Hawk schools for their 'Library Night Out' events. The attendance was great and we have received great feedback from the school staff.
- The library hosted an after-hours teen event. The teens were very excited to run around the library and eat pizza.
- Socktober has been successful as we have collected a total of 392 pairs of socks so far to be donated.
- The library's outreach team has been busy promoting the Illinois state award books in classrooms.
- Upcoming in October, staff is getting ready for this year's annual Halloween Party.
- Also, G. Stanley Hall's 4th grade class is coming to the library for a field trip next week.
- The Winter newsletter has been created and is being sent to the printers shortly.

IX. ACTION ITEMS

- A. Barreras moved and it was seconded by Maes to approve Tentative Ordinance O-03-23 "2023 Levy" (Attachment #5)

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

- B. Maes moved and it was seconded by Milnes to approve Policy Resolution PR-02-23 "Holiday Closures". (Attachment #6)

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

- C. Maes moved and it was seconded by Milnes to approve Policy Resolution PR-03-23 "Personnel Code". (Attachment #7)

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

X. TRUSTEE OPEN DISCUSSION

None

XI. ADJOURNMENT

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

Ayes – all present. Nays – none. Motion carried at 7:43 p.m.

Respectfully,

Tom Bartenfelder

Tom Bartenfelder

Library Director, Glenside Public Library District