



GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MEETING MINUTES

November 16, 2023

I. CALL TO ORDER – 7:00pm

The regular board meeting of the GPLD Board of Trustees was called to order at 7:00 p.m. by Board President Isabelle Baldwin at the Glenside Public Library.

II. ROLL CALL

Trustees Present: Altha Milnes, Isabelle Baldwin, Connie Barreras, Mohammed Mortoja, Christine Maes, April Hieronymus. Also Present: Library Director Tom Bartenfelder, Circulation Services Manager Pam Kamin.

III. ADOPTION OF AGENDA

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

IV. CITIZEN PARTICIPATION

A resident reported they were disappointed that the “Recommendation” feature was removed from the Overdrive Platform.

V. CONSENT AGENDA

- A. Approve Minutes: Regular Board Meeting, October 19, 2023 (Attachment #1)
- B. Approve Minutes: Budget Committee Meeting, October 16, 2023 (Attachment #7)
- C. Approve Per Capita Grant Application (Attachment #8)
- D. Approve Minutes: Decennial Committee Meeting, October 27, 2023 (Attachment #9)
- E. Cancel December board meeting and authorize Treasurer to pay all normal and customary bills in December and Board will affirm in January.

Adopted by consensus with no corrections.

VI. COMMITTEE REPORTS

- A. Forthcoming Meetings Calendar (Attachment #2) was presented
- B. President's Report – Attended ILA Trustee Day, was a good experience.

VII. TREASURER'S REPORT (Attachment #3 and Handout)

- A. Accept Bills Approval Report for November 16, 2023 in the amount of \$381,238.10
- Ayes – all present. Nays – none. Motion carried.

VIII. LIBRARIAN'S REPORT (Attachment #4)

Director Bartenfelder –

- Provided an update on the monument sign project. The sign is operational and has been received positively by the public. Landscaping around the project has been replaced and also looks great. A punch list has been sent to the contractor. There are concerns with the masonry work and insufficient caulking/sealant.
- Afterschool foot traffic and disruptive incidents have increased due to colder temperatures but staff is handling it very well.

- The Masonry project is progressing on schedule. Some areas are proving difficult to implement the planned improvements. Alternative approaches are being considered by the engineer.
- The librarian outreach team has done an incredible job visiting local schools and daycares. For the month of October alone, they saw 4192 students.
- The annual Halloween Party was a huge success with an attendance of 350 people.
- The community display case has a Day of the Dead display complete with an ofrenda and altar to honor loved ones.
- D16 staff brought their 'newcomers' to the library for a field trip. These are multi-lingual students who have recently immigrated to the United States.

Circulation Services Manager Pam Kamin –

- The lettering was installed above the Passport and Notary desks and is grabbing the attention of visitors who weren't aware of the services provided.
- The digital sign is effective in marketing library services. At least two individuals stopped by the library to get a license plate sticker and apply for a passport after seeing the ads on the sign. Just this week, someone came in to renew their vehicle sticker after getting pulled over for expired tags. The officer informed her she could handle the registration renewal at the library and let her off with a warning as long as she promised to take care of it immediately, which she did.
- All Lead Clerks have successfully completed their annual passport recertification training, and the necessary paperwork has been submitted and approved by the Chicago passport office.
- Pam Kamin was reelected for another two-year term on SWAN's Circulation Advisory Group. We meet quarterly to discuss circulation policies and procedures in the consortium and we forward recommendations to SWAN's Executive Director. It's a great opportunity for Glenside to have a voice in a large library consortium and I'm excited to contribute further.

IX. ACTION ITEMS

A. Milnes moved and it was seconded by Barreras to approve Ordinance O-03-23 2023 Levy (Attachment #5)
Ayes – all present. Nays – none. Motion carried.

B. Barreras moved and it was seconded by Milnes to approve Ordinance O-04-23 abating the 2023 Glenside Public Library District tax levy regarding the payment of principal and interest due on general obligation refunding library bonds (alternate revenue source), series 2019 (Attachment #6)
Ayes – all present. Nays – none. Motion carried.

X. TRUSTEE OPEN DISCUSSION

None

XI. 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 7:29 p.m.

Respectfully,

Tom Bartenfelder

Tom Bartenfelder
 Library Director, Glenside Public Library District