



# GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

## REGULAR MEETING MINUTES

September 19, 2024

### I. CALL TO ORDER – 7:03pm

### II. ROLL CALL

Trustees Present: Constance Barreras, Altha Milnes, April Hieronymus, Christine Maes, Isabelle Baldwin, Jessica Breede, Mohammed Mortoja (arrived 7:25pm via Zoom). Also Present: Public Services Manager Jill Martorano, Circulation Services Assistant Library Director Ian Peery, Library Director Tom Bartenfelder.

### III. ADOPTION OF AGENDA

Trustee Breede moved and it was seconded by Trustee Barreras that the GPLD Board of Trustees adopts the agenda for September 19, 2024.

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

### IV. CITIZEN PARTICIPATION

None

### V. CONSENT AGENDA

- A. Approve Minutes: Regular Board Meeting, August 22, 2024 (Attachment #1)
- B. Approve Minutes: Public Hearing, August 22, 2024 (Attachment #7)
- C. Approve Minutes: Budget Committee Meeting, August 15, 2024 (Attachment #8)

Adopted by consensus with no corrections.

### VI. COMMITTEE REPORTS

- A. Forthcoming Meetings Calendar (Attachment #2) was presented
- B. President's Report

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

- A. Baldwin moved and it was seconded by Barreras to Accept Bills Approval Report for September 19, 2024 in the amount of \$115,641.53

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

### VIII. LIBRARIAN'S REPORT (Attachment #4)

Library Director Bartenfelder –

- Details regarding ILA trustee day in Peoria were shared.
- The public survey has concluded. Results were indicated respondents have a very high regard for the library. A detailed breakdown will be provided in the October.
- The annual audit has begun, field work dates are planned for early October
- Circulation staffing has been stable and Theresa A. has completed her passport and notary training.
- Circulation will undergo voter registration training with DuPage County to better prepare for the upcoming election. Early voting starts September 26th.
- To date 55 new library cards were registered during National Library Card Sign-Up Month.
- September 22-28, is Banned Books Week, which celebrates the freedom to read.

**Public Services Manager Jill Martorano –**

- The outreach team attended all D16 Curriculum Nights this month.
- The library collaborated with the GHPD for their Fall 'Movie with a Cop' event by providing the movie, license and glow sticks.
- The Friends of the Library held a successful Fall book sale this month.
- On Saturday, the library will be hosting a special blood drive in honor of Justin Rittenhouse, staff member Amy Rittenhouse's son and 7th grade middle schooler at GMS.
- To date the librarians have already completed 38 book bag requests this month for individual teacher classrooms.

**Assistant Library Director Ian Peery –**

- CBIZ required us to migrate to their new payroll platform called Centrally HR. We are still ironing out some small issues, but the new platform is much better than the old one.
- Parking lot routing, crack filling, seal coating, and striping have all been completed. We have also completed the landscaping improvements for the parking lot islands.

**IX. ACTION ITEMS**

A. Hieronymus moved and it was seconded by Barreras to approve Ordinance O-02-24 0.02% Building & Maintenance Levy (Attachment #5)

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

B. Barreras moved and it was seconded by Breede to approve Ordinance O-03-24 2024 Levy (Attachment #6)

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

**X. TRUSTEE OPEN DISCUSSION**

Trustee Baldwin relayed a patron question regarding the level of Spanish language programs offered by the library vs. other languages. Demographics and interest levels of residents was discussed. Director Bartenfelder asked Trustee Baldwin to have the patron reach out to him directly to see what programming they may be interested in seeing.

**XI. ADJOURNMENT**

Milnes moved and it was seconded by Hieronymus to adjourn the regular meeting of the library board of trustees at 7:29pm.

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

Respectfully,

*Tom Bartenfelder*

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