



# GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

## REGULAR MEETING MINUTES

October 17, 2024

### I. CALL TO ORDER – 7:00pm

### II. ROLL CALL

Trustees Present: Constance Barreras, April Hieronymus, Christine Maes, Isabelle Baldwin, Jessica Breede, Mohammed Mortoja (via Zoom), Altha Milnes. Also Present: Public Services Manager Jill Martorano, Circulation Services Manager Pam Kamin, 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 October 17, 2024.

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

### IV. CITIZEN PARTICIPATION

None

### V. CONSENT AGENDA

A. Minutes: Regular Board Meeting, September 19, 2024 (Attachment #1)

B. Annual Goals 2024-25 (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. Milnes moved and it was seconded by Barreras to Accept Bills Approval Report for October 17, 2024 in the amount of \$115,452.72

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

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

Library Director Bartenfelder –

- The annual audit is in full swing and expected to be completed by the November board meeting.
- Small uptick in afterschool incidents. The public service department is doing great addressing them as needed.
- Interest rates continue to be high with IL Fund accounts returning over 5%.

Public Services Manager Jill Martorano –

- The library collaborated with the Village for their Harvest Fest event by contracting and paying for 2 face painters. Families were excited to have this free activity.

- The Friends of the Library sponsored the Fall Stuffed Animal Giveaway. Removing duplicates, 86 people registered. One person entered over 100 times! The 25 winners have been chosen randomly and contacted.
- The outreach team has been very busy promoting this year's Illinois State Award Books in all of the elementary and middle schools.
- Meg Laverty, the grade school outreach coordinator, has been hosting 'Library Night Out' events at the library. So far, we have had all of D15 elementary schools come with their faculty and school families. This is great exposure for the library.
- The parent boosters from Reskin and Hall schools have invited us to their 'Trunk-or-Treat events. Outreach librarians are attending.
- This Friday, we are having our quarterly after-hours teen event. It's called HalloTEEN Movie Night. There will be a screening of 'The Haunted Mansion' and offering spooky drinks, candy and popcorn. There are already 15 teens registered!
- The library is hosting its Annual Family Halloween Party on Saturday, October 26th. This is an ever-popular event that brings hundreds of people into the library. The party features spooky games, spooky animals, magic, face painting and a stroll through our Spooky Stacks.
- The library will be hosting a station at the GHPD's Halloween Safety Town Trick-or-Treat event. The theme is 'It's Too Late Petting Zoo'.

**Circulation Services Manager Pam Kamin –**

- We are fully staffed, and staffing has been stable.
- Circ represented the library at the Health and Safety Fair on 10/2, which was well attended. Veronica distributed flyers for online card registration and promoted civic services available at the library.
- Earlier this month, two schools held Library Night Out events: Black Hawk School on 10/2 and G. Stanley Hall School on 10/9, resulting in 9 new library cards.
- Circ has been busy assisting patrons with voter registration and providing information about grace period voter registration and early voting sites.

**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. Barreras moved and it was seconded by Hieronymus to approve Ordinance O-04-24 abating the 2024 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 #5)

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

B. Hieronymus moved and it was seconded by Maes to approve Resolution R-02-24 Review of Closed Session Minutes (Attachment #6)

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

**X. TRUSTEE OPEN DISCUSSION**

A. Community Survey results were reviewed and discussed.

**XI. ADJOURNMENT**

Respectfully,

*Tom Bartenfelder*

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