



# GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

## REGULAR MEETING MINUTES

June 19, 2025

### I. CALL TO ORDER – 7:00pm

### II. ROLL CALL

Trustees Present: Christine Maes, Altha Milnes, Jessica Breede, Constance Barreras, April Hieronymus, Isabelle Baldwin.

Also Present: Circulation Services Manager Pam Kamin, Assistant Public Services Manager Jill Martorano, Library Director Tom Bartenfelder.

### III. ADOPTION OF AGENDA

A. Barreras moved and it was seconded by Milnes to adopt the agenda

Ayes – all present. Nays – none. Motion carried

### IV. CITIZEN PARTICIPATION

None

### V. CONSENT AGENDA

A. Approve Minutes: Regular Board Meeting, May 22, 2025 (Attachment #1)

B. Approve Minute: Budget Committee Meeting June 5, 2025 (Attachment #9)

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 Maes to accept Bills Approval Report for June 19, 2025 in the amount of \$310,505.16

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

Library Director Bartenfelder –

- Dolly Parton Imagination Library's launch has been successful with almost 300 children signed up.
- ICNA Sisters presented the library staff with gifts for our collaborative efforts.
- The library is working with Raul Gonzalez from ICNA hosting a school supply drive.
- The red granite removal and other landscaping projects have been completed.
- An Everbrite light board has been purchased for the Preschool Play Area.
- Village President, Rebecca Giannelli, and Village Trustee John David Biacan visited the library during Summer Reading Kick-off event.
- In coordination with College of DuPage's McAninch Arts Center the library has installed an art piece depicting the Glendale Heights Historic House. This is part of the "Hokusai & Ukiyo-e: The Floating World" collection.
- An anonymous job satisfaction survey has been submitted to the staff. Results will be reviewed by the board during the July personnel committee meeting.

#### **Assistant Public Services Manager – Jacquie Christen**

- Summer Reading 2025 was a huge success with a current total of 1208 and 754 registrants on the 1st day~
- The library partnered with the GHPD with their Movie with a Cop event in June-- there was a showing of 'The Wild Robot'.
- The library partnered with the Sport Hub summer campers in June with the following activities:
  - The Amazing Race- the library hosted 45 summer campers with outdoor activities and treats
  - The library brought an awesome reptile show this month for the all the summer campers to enjoy
  - Library's outreach staff have been visiting the campers with storytimes and activities
- The library has been supporting D15's summer school students with storytimes and activities.
- Public Services has hired (3) new part-time librarians positions. The department will be fully staffed by next week.
- Kate Pierson is retiring from libraries at the end of June. She was with the library for over 10 years.

#### **Circulation Services Manager – Pam Kamin**

- The Summer Reading Kickoff took place on June 7th. Circ registered 14 new library cards and 7 Dolly registrations, checked in 581 items, and checked out 646 items that day.
- Dolly Parton Imagination Library is up to 282 registrations and counting! Those who registered before June 3rd will receive their first book by the end of the month.
- In staffing news, Veronica Herrera has accepted the full-time Lead Clerk position.
- Nicole Orue was promoted to Lead Clerk and has already finished her passport training.
- We currently have an open Clerk position, and once filled, we will be fully staffed.

### **IX. ACTION ITEMS**

- A. Breede moved and it was seconded by Milnes to approve the 2025-26 Operating Budget (Attachment #5)  
*Ayes – all present. Nays – none. Motion carried.*
- B. Milnes moved and it was seconded by Breede to accept the Recommendation of Property, Liability, Workers' Comp Insurance, 2025-2026 renewal: \$37,370. (Attachment #6)  
*Ayes – all present. Nays – none. Motion carried.*
- C. Maes moved and it was seconded by Milnes to approve Policy Resolution PR-04-24 Salary Schedule (Attachment #7)  
*Ayes – all present. Nays – none. Motion carried.*
- D. Hieronymous moved and it was seconded by Maes to approve the Wire Transfer of semi-annual bond payment in the amount of \$165,141.75 (Attachment #8)  
*Ayes – all present. Nays – none. Motion carried.*

### **X. TRUSTEE OPEN DISCUSSION**

- A. Personnel committee has been scheduled for Tuesday, July 8<sup>th</sup> @ 6:00pm
- B. A staff meal provided by the library board was discussed.

### **XI. ADJOURNMENT**

Barreras moved and it was seconded by Milnes to adjourn the regular meeting of the library board of trustees at 7:52 pm.

Respectfully,

*Tom Bartenfelder*

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