



# GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

## REGULAR MEETING AGENDA

July 17, 2025

### I. CALL TO ORDER – 7:00pm

### II. ROLL CALL

Trustees Present: Christine Maes (arrived 7:05), Altha Milnes, Jessica Breede, Constance Barreras, April Hieronymus, Isabelle Baldwin, Mohammed Mortoja (arrived 7:06). Also Present: Circulation Services Manager Pam Kamin, Public Services Manager Jill Martorano, Assistant Library Director Ian Peery.

### 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, June 19, 2025 (Attachment #1)

B. Approve Minutes: Personnel Committee Meeting, July 8, 2025 (Attachment #7)

Adopted by consensus with no corrections.

### VI. COMMITTEE REPORTS

A. Forthcoming Meetings Calendar (Attachment #2)

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 July 17, 2025 in the amount of \$197,190.81

Ayes – all present. Nays – none. Motion carried

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

#### Circulation Services Manager – Pam Kamin

- During the Village Board meeting on June 18, Village President Giannelli spoke positively about Pam Kamin and Trustee Bican's visit to the library. The president also highlighted the Dolly Parton Imagination Library now offered by the library.
- There are over 315 enrollees in the Imagination Library. The library received its first invoice, indicating that approximately 220 books will be distributed in July.
- A short but significant storm occurred during the opening day of the fest on July 10. As expected, many fest attendees sought shelter in the library. Staff successfully accommodated and directed patrons to reduce disruption, including opening the community room to limit standing crowds. After about an hour, the storm passed and the crowds dispersed without any damage or incidents.
- The staff appreciation meal held on July 8 was well received. Staff complimented the sandwiches and expressed appreciation for the opportunity to chat with the trustees. Special thanks were given to Jessica

Breede for picking up both the morning doughnuts and the evening meal. Staff who missed the event were informed that the board plans to provide additional meals throughout the year, with the next likely occurring on a Monday to accommodate various part-time schedules.

- The library was notified by the Secretary of State that it had been awarded a Per Capita Grant in the amount of \$51,763. This annual grant from the state is used to purchase print books for adults and children.
- The staff job satisfaction survey received 27 responses out of a possible 47. Staff self-reported an average happiness rating of 9.15 out of 10. The Board reviewed the results during the July 8 Personnel Committee meeting. The management team plans to meet later this month to review open-ended feedback and determine potential improvements.
- The Circulation Department received a heartfelt letter from a young patron who had accidentally torn a page in one of the library's picture books. The tear was small and easily repaired with tape, allowing the book to be returned to the shelf. The child left feeling happy and relieved, knowing the book could be fixed and that he was not in trouble.
- The library hired Ana Haselhorst as its newest Circulation Clerk. Ana resides in Glendale Heights with her family. Her children are frequent participants in the library's youth services programs and are thrilled that their mother is now part of the library staff. With Ana's addition, the department is now fully staffed.

#### **Assistant Library Director – Ian Peery**

- Replaced the pivots on both main entry doors to improve functionality and durability.
- Repaired emergency exit doors by replacing malfunctioning push bar alarms, restoring proper audible alert capability.
- Upgraded the handicap-accessible door by replacing the existing pivots with a full-length hinge to enhance accessibility and extend service life.
- Completed annual backflow prevention testing; all systems passed without requiring repairs.

#### **Public Services Manager – Jill Martorano**

- The library's annual Carnival was a major success, with 60 children attending from the SportsHub summer camp and approximately 200 members of the public participating.
- The Summer Reading Program is in full swing, with over 1,400 participants registered so far. The program will conclude on July 31.
- The Fall newsletter has been completed and will be sent to the printer at the end of the month. Highlights include the annual Family Halloween Party, the Friends of the Library Fall Book Sale, and a special blood drive scheduled for Saturday, September 13.
- The library is once again partnering with the Police Department by sponsoring their "Movie with a Cop" event on Friday, July 18. The featured film will be the new Minecraft movie.
- The library is sponsoring one of the Village's "Concert in the Park" events on July 23. Library staff will distribute glow sticks and host a bubble performer for attendees.

## **IX. ACTION ITEMS**

- A. Milnes moved and it was seconded by Maes to approve Resolution R-01-25 Authorizing Library Funds and Investment Deposits (Attachment #5)

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

- B. Maes moved and it was seconded by Milnes to approve Tentative O-01-25 Budget and Appropriation for public posting (Attachment #6)

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

- C. Hieronymus moved and it was seconded by Barreras to approve Personnel Committee Recommendation – Library Director Annual Raise: 1.97%.

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

**X. TRUSTEE OPEN DISCUSSION**

Budget Committee Meeting was set for September 11 at 6:00pm.

**XI. ADJOURNMENT**

Baldwin moved and it was seconded by Breede to adjourn the meeting of the library board of trustees at 7:24 pm.

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

Respectfully,

*Tom Bartenfelder*

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Library Director, Glenside Public Library District