



GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MEETING MINUTES

March 19, 2026

I. CALL TO ORDER – 7:03pm

- A. Milnes moved and it was seconded by Barreras to allow trustee Maes to attend via Zoom remote software due to unexpected childcare obligations.

Ayes – all present. Nays – none. Motion carried

II. ROLL CALL

Trustees Present: Isabelle Baldwin, Altha Milnes, Christine Maes (Remote), April Hieronymus, (remote), Jessica Breede.
Also Present: Circulation Services Manager Pam Kamin, Public Services Manager Jill Martorano, Library, Library Director Tom Bartenfelder.

III. ADOPTION OF AGENDA

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

Ayes – all present. Nays – none. Motion carried

IV. CITIZEN PARTICIPATION

None

V. CONSENT AGENDA

- A. Approve Minutes: Regular Board Meeting, February 19, 2026 (Attachment #1)
B. Approve Minutes: Personnel Committee Meeting, March 5 2026 (Attachment #5)
C. Approve Annual Authorization: RAILS Library Non-Resident Participation (Attachment #6)
D. Resolution R-03-25 Review Closed Session Minutes – First Review 2026 (Attachment #7)

Adopted by consensus with no corrections.

VI. COMMITTEE REPORTS

- A. Forthcoming Meetings Calendar (Attachment #2) was presented.
B. President's Report – Nothing to report.

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

- A. Milnes moved and it was seconded by Barreras to accept Bills Approval Report for March 19, 2026 in the amount of \$140,620.34

VIII. LIBRARIAN'S REPORT (Attachment #4)

Library Director – Tom Bartenfelder

- Working on a potential collaboration with the Village to provide \$10 off fest coupons for children who participate in the summer reading program.
- A number of key Village employees are taking an early retirement option. The Village will arrange a meeting with their successors to assure our partnered services continue smoothly.
- Three rows of shelving have been ordered for the Children's fiction collection. These will replace the last 40+ year old style shelving in the library. Library staff will conduct the installation saving \$7,000 in labor costs.
- The Teen Room will have new carpet installed in a few days
- Some of the furniture has been taken out of preschool area to be reupholstered.

- Proposals were received and accepted from Product architecture to design a new exterior garbage enclosure, storage/cabinetry in the new Librarian work area, Carpet replacement in the front entry and children's department.
- A quote to replace the aged boilers was received. It came in much higher than expected at \$150,000. The library will pursue an engineer to design replacements then go to bid.
- Laconi trustee banquet is 4/17, tickets must be purchased by 4/10. Tom will send out details to trustees and arrange purchasing.

Public Services Manager – Jill Martorano

- A new kitchen for the play area has arrived and will be installed next week.
- Pam and Jill have started the inventory project. A mobile staff kit has been purchased, which makes the process way more efficient.
- All of the Park District, Village and Police events in which we collaborate for the rest of the year have been finalized.
- Outreach librarians are focused right now on Battle of the Books with District 15 and District 16's Reading Decathalon.
- The library is hosting the annual Easter Egg Hunt on Sat, 4/4. Guess who's the bunny this year...
- The library is hosting the annual STEAM Fest on Sat, 4/11. The central performances this year are from the Museum of Science and Industry.

Circulation Services Manager – Pam Kamin

- Brooke Novie will be leaving Glenside. Her last day will be April 10th. The position will be posted before the end of the week.
- On March 20th, several staff members will be taking a well-deserved break to celebrate Eid. Many thanks to those covering shifts in their absence.
- The library-wide inventory project is underway. Adult Biographies and Adult Audiobooks have been completed. Here are some early numbers to share: 1,987 items inventoried, 43 items weeded, 17 items found on the shelf but not in the catalog, 4 items shelved in the wrong location, and 37 errors corrected (such as incorrect locations or items still marked as new).
- To help support the inventory project, the library purchased an iPad and Bluetooth scanner to use with SWAN's mobile ILS, MobileStaff. This allows us to complete inventory directly in the stacks instead of moving materials to a workstation, which has made the process much more efficient. MobileStaff also shows item details and alerts us to issues like incorrect locations or item types as we go, so we can catch and fix errors right away.

IX. ACTION ITEMS

X. TRUSTEE OPEN DISCUSSION

- A. Trustees were reminded to complete their Economic Interest Statements – due 5/1
- B. A budget committee meeting was scheduled for 4/9 to discuss the impacts of a significant increase in the annual Health Insurance Renewal.

XI. ADJOURNMENT

Baldwin moved and it was seconded by Milnes to adjourn the meeting of the library board of trustees at 7:30 pm.

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

Respectfully,

Tom Bartenfelder

Tom Bartenfelder
Library Director, Glenside Public Library District