



GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MEETING MINUTES

July 16, 2026

I. CALL TO ORDER – 7:00pm

Ayes – all present. Nays – none. Motion carried

II. ROLL CALL

Trustees Present: Isabelle Baldwin, Altha Milnes, April Hieronymus, Jessica Breede, Constance Barreras. Also Present: Circulation Services Manager Pam Kamin, Assistant Library Director Ian Peery, Public Services Manager Jill Martorano.

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, June 18, 2026 (Attachment #1)

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 Handout)

A. Milnes moved and it was seconded by Breede to accept Bills Approval Report for July 16, 2026 in the amount of \$265,169.39.

Ayes – all present. Nays – none. Motion carried

VIII. LIBRARIAN'S REPORT (Attachment #4)

Circulation Services Manager – Pam Kamin

- We saw a 131% increase in library card sign-ups this June compared to June 2025. Adult card registrations increased by 107%, while juvenile card registrations increased by 162%. We also saw a 13% increase in unique active library users compared to June 2025. This suggests that people were not only getting library cards, but were also using them to check out materials.
- Special thanks to Joe Rothamer for adding another shelving unit to our self-serve holds area. The expanded space allows us to move larger bundles of holds out from behind the desk, giving patrons more flexibility to pick up their own holds and helping ease demand at the checkout desk during the recent increase in library card sign-ups.
- There was an incident in the parking lot involving a return bin and a parked vehicle. During routine book drop collection, an empty cart was caught by a strong gust of wind and rolled into a parked vehicle, causing minor damage. We contacted our insurance adjuster to coordinate repairs with the vehicle owner. There is no deductible for liability claims, and we do not expect the minor repairs to increase our

premium. The patron has been appreciative throughout the process, and our experience working with Hanover Insurance has been positive.

- Administration has successfully transitioned to the digital storage and transmission of all invoices, checks, and POs. Not only frees up storage space, prevents the loss of information due to paper decay but most importantly allows keyword searching of files resulting in significantly quicker access.
- Special Thanks to Jose Mendez and Pam for helping Tom assemble the new shelving ranges in YS over the course of two days. Self-assembly saved the library over \$7,000 and was finished over the course of two days - separated by about a week to enable Meg, the librarian responsible for the collections affected, to shift books.
- The proposed phasing schedule for the upcoming carpet replacement project was presented and discussed.
- There was a rain event Thursday 7/9 around 7:30pm during the Glendale Heights fest. As expected, large amounts of fest goers came into the library. Staff handed out paper towels, groups were directed to unused community rooms and the bathrooms were kept dry with regular mopping. Fortunately, the rain did not last long and there was no damage to the building.

Public Services Manager – Jill Martorano

- The annual library carnival was a huge success with an attendance of 260 people. We had 60 summer campers in the first hour and then 200 people came through in the 1.5 hour event for the public. We had 12 awesome teen volunteers who ran all of the game stations. We also added cotton candy, and that was a huge hit!
- The teen room remodel is complete. The newly reupholstered and repaired furniture is bright and inviting.
- We continued to partner with the park district by offering art and storytime programs.
- We continued to support D16's elementary summer school kids by offering storytimes.
- The fall newsletter is complete and will be delivered on Friday, August 14th.
- Coming up is our after-hours laser-tag teen event. We have 24 teens registered.
- Also coming up is our 1st ever library foam party on Sunday, July 19th. 100 tickets were distributed in an hour.

IX. ACTION ITEMS

- A. Barreras moved and it was seconded by Milnes to approve Resolution R-01-26 Authorizing Library Funds and Investment Deposits (Attachment #5)

Ayes – all present. Nays – none. Motion carried

- B. Hieronymus moved and it was seconded by Milnes to approve the tentative O-01-26 Budget and Appropriation for public posting (Attachment #6)

Ayes – all present. Nays – none. Motion carried

- C. Hieronymus moved and it was seconded by Milnes to approve the "Marketing Coordinator" Job Description and Title Changes: "Marketing & Web Specialist" (Attachment #7)

Ayes – all present. Nays – none. Motion carried

- D. Milnes moved and it was seconded by Barreras to approve PR-01-26 Salary Schedule 2026-27 (Attachment #8)

Ayes – all present. Nays – none. Motion carried

X. TRUSTEE OPEN DISCUSSION

- A. Library Trustee Plaques options were discussed

XI. ADJOURNMENT

Breede moved and it was seconded by Milnes to adjourn the meeting of the library board of trustees at 7:57 pm.

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

Respectfully,

Tom Bartenfelder

Tom Bartenfelder

Library Director, Glenside Public Library District