GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MEETING MINUTES

August 20, 2026

I. CALL TO ORDER - 7:01pm

Ayes – all present. Nays – none. Motion carried

II. ROLL CALL

Trustees Present: Isabelle Baldwin, Altha Milnes, April Hieronymus, Jessica Breede, Constance Barreras, Christine Maes.
Also Present: 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, July 16, 2026 (Attachment #1)
B. Approve Minutes: Personnel Meeting, July 23, 2026 (Attachment #8)
C. Approve IPLAR Report 2025-26 (Attachment #9)

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 $255,579.32.

Ayes – all present. Nays – none. Motion carried

VIII. LIBRARIAN'S REPORT (Attachment #4)

Library Director – Tom Bartenfelder

- Multiple severe weather events were experienced in the past month, including total power loss for about 13 hours. Fortunately, there was no physical damage to the building. The library opened all community rooms to the public so they could charge there devices until power was restored to all of Glendale Heights.
- Power surges damaged a switch, so they were replaced. This should also improve the stability of some network applications like SWAN's staff client and our print release software.
- RFP for the annual audit went out to about ten firms. Three have indicated they are interested.
- The Library Director will be participating in the VOGH long term planning as part of the public body committee.

- Upgraded The firewall was upgraded to take advantage of a 3 year license deal that essentially made the hardware free, and saved a small amount on the license by locking it in before a price increase that was effective 8/1/26.
- An extra dumpster has been order to allow us to clear out the basement and trash enclosure to prep for the construction projects beginning on 9/7.
- The 2026 summer reading program was a huge success! Our total registration was 26% higher and our total finishers was 14% higher than the previous year. The addition of the G.H. Fest coupons definitely drove up our mid-point finishers and the public were very excited about the new offering.
- The fall newsletter is out and programs are getting filled up.
- The library attended the following outreach events, National Night Out, Ellyn Crossing Apartments Back-to-School Event, and all of D15 back to school nights.
- On August 4th, Veronica, Isabel, and Amy represented the Library at a Back-to-School event hosted by Ellyn Crossing Apartments. Isabel and Amy shared library information and handed out free books and goodies, while Veronica registered an impressive 31 new library cards! We also had 4 new sign-ups for the Dolly Parton Imagination Library program, bringing the total number of Dolly registrations to 533.
- Emmy Russell accepted a full-time position as a substitute teacher and girls' tennis coach at St. Charles East High School. Her last day with the Library was July 31st. We hired Lailany Marroquin as our new Circulation Clerk. She started on August 10th, and we are fully staffed again.
- On July 22nd, Jacquei, Veronica, and Pam attended a full-day, in-person Passport Acceptance Agent training at Coal City Public Library. The training fulfilled the annual training requirement and provided valuable information and important updates about passport services from the U.S. Department of State.

IX. ACTION ITEMS

A. Milnes moved and it was seconded by Breede to approve Treasurer's Estimate of Revenue, 2026-2027 (Attachment #5)

Ayes – all present. Nays – none. Motion carried

B. Hleronymus moved and it was seconded by Maes to approve Ordinance O-01-26 Budget and Appropriation (Attachment #6)

Ayes – all present. Nays – none. Motion carried

C. Hleronymus moved and it was seconded by Milnes to approve PR-02-26 Salary Schedule 2026-27 (Attachment #7)

Ayes – all present. Nays – none. Motion carried

D. Hleronymus moved and it was seconded by Maes to approve the Personnel Committee Recommendation to apply a +16.54% Market Adjustment of the library director's annual salary for fiscal year 2026-27

Ayes – all present. Nays – none. Motion carried

X. TRUSTEE OPEN DISCUSSION

A. A budget meeting was scheduled for 9/24 at 6:30pm

B. Trustee Recognition Plaque was discussed

XI. ADJOURNMENT

Breede moved and it was seconded by Milnes to adjourn the meeting of the library board of trustees at 7:35 pm.

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

Respectfully,

Tom Bartenfelder

Tom Bartenfelder
Library Director, Glenside Public Library District