GLENSIDE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES

REGULAR MEETING MINUTES

October 22, 2026

I. CALL TO ORDER – 7:01 pm

II. ROLL CALL

Trustees Present: Altha Milnes, April Hieronymus, Jessica Breede, Constance Barreras, Christine Maes, Mohammed Mortoja. Also Present: Library Director, Tom Bartenfelder; Circulation Services Manager, Pam Kamin.

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. Minutes: Regular Board Meeting, September 17, 2026 (Attachment #1)

B. Minutes: Budget Committee Meeting, September 24, 2026 (Attachment #8)

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 Barreras to accept Bills Approval Report for October, 22 2026 in the amount of $537,584.34.

Ayes – all present. Nays – none. Motion carried

VIII. LIBRARIAN'S REPORT (Attachment #4)

Library Director – Tom Bartenfelder

- The audit of fiscal year 2025-26 has begun with the new firm, Sikich.
- New carpet in the entrance and youth services department has been completed.
- Unused floor outlets have been removed. Used floor outlets have been upgraded and now are set below floor level with access hatches.
- The cabinetry project in the upstairs librarians' workroom is 50% complete – waiting on supplies.
- New printers have been installed in the youth services and technical services department.

- Website platform is being migrated to modern architecture to address PHP2Shell exploit that has recently made headlines in the news.
- Purchased 300 Imagination Library books for the Village to distribute during Safety Trick or Treat on 10/31.
- The library attended the Village's annual Health and Safety Fair.
- Outreach librarians are busy this month promoting state award books in classrooms – ranging from Caudill to Bluestems and Monarchs.
- The library will be attending the Glen Ellyn Countryside Park District's Halloween party.

Circulation Services Manager – Pam Kamin

- Passport Agent Training & Recertification: On Sept. 24, the library hosted an in-person passport agent training with the US Department of State. We plan to make this an annual event moving forward. Additionally, our recertification paperwork has been submitted and approved for another year.
- Voter Registration: Over the past month, staff have been busy helping patrons with voter registration and providing details on grace period registration and early voting sites ahead of the Nov. 3 election.
- SWAN Workshop Presentation: Last week, I co-presented a SWAN Circulation Working Group workshop on standardizing procedures for damaged and unusable items across our 100+ member libraries.
- Staffing Update: Lead Clerk Mariyam Syed is leaving at the end of the month for a full-time paralegal position. The job was posted on Monday, and we have our first interview tomorrow.

IX. ACTION ITEMS

A. Milnes moved and it was seconded by Hleronymus to approve Ordinance O-03-26 Budget and Appropriation (Attachment #5)

Roll Call Vote: Ayes – all present. Nays – none. Motion carried

B. Hieronymus moved and it was seconded by Milnes to approve Ordinance O-04-26 2026 Tax Levy (Attachment #6)

Roll Call Vote: Ayes – all present. Nays – none. Motion carried

C. Hieronymus moved and it was seconded by Milnes to approve Ordinance O-05-25 abating the 2026 Glenside Public Library District tax levy regarding the payment of principal and interest due on general obligation refunding library bonds (alternate revenue source), series 2019. (Attachment #7)

Roll Call Vote: Ayes – all present. Nays – none. Motion carried

X. TRUSTEE OPEN DISCUSSION

A. Library supplied coffee for the public was discussed

XI. ADJOURNMENT

Milnes moved and it was seconded by Barreras 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