ELMWOOD PARK PUBLIC LIBRARY
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
FEBRUARY 19, 2015 at 8:00 P.M.

1. President Chris Pesko called the meeting to order at 8:03 p.m.

2. Upon roll call the following were present:

   Present: Trustees Chris Pesko, Terri Sorrentino, Marisa Santangelo, Carole Bilbo, and Jonathan Rivera
   Absent: Trustee Joe Bertolli
   Also present: Director Tiffany Verzani, Assistant Director Jason Stuhlmann, and Office Manager
               Maureen Delaney
   Trustee Orlando Vale arrived at 8:40 p.m.

3. Chris Pesko read the account balances as presented:

   a. GF Balance $486,804.95 as of January 31, 2015
   b. BF Balance $301,955.76 as of January 31, 2015
   d. GF (YTD) Expenditures $1,114,793.32 as of January 31, 2015

4. Chris Pesko presented the consent agenda:

   a. Minutes of January 15, 2015 Finance Committee Meeting
   b. Minutes of January 15, 2015 Regular Board Meeting
   c. Minutes of January 29, 2015 BGPP Committee Meeting
   d. Approval of payroll for March 2015
   e. Acknowledge Treasurer’s report
   f. Approval of IMRF check for February 2015
   g. Approval of General Fund Disbursements for February 2015
   h. Approval of Building Fund Disbursements for February 2015
   i. Approval of Transfers for January 2015

   A motion was made by Jonathan Rivera to approve the consent agenda with an amendment to the
   minutes of the January 29 BGPP Committee Meeting. The motion was seconded by Marissa
   Santangelo. Upon roll call the Board voted as follows:

   Ayes: 5  Nays: 0  Absent: 2
   Motion carried.

5. Correspondence:

   a. The Board received a thank you note from Tiffany and Michael Verzani for the flowers they sent
      to Michael’s father’s wake.

At 8:06 p.m., Adult Services Librarian Christina Janiczek arrived.

6. Public Participation

   a. Adult Services Librarian Christina Janiczek was introduced to the Board.
      i. Christina’s three fun facts:
1. She has lived in Chicago for 8 ¼ years in 5 different neighborhoods.
2. She is a huge fan of Saturday Night Live.
3. One of her favorite life experiences was swimming with dolphins in Mexico.

ii. Her favorite things about her job include interacting with the patrons, doing something a little different each day, and building the DVD collection.

At 8:18 p.m., Village Trustee Jonathan Zivojnovic arrived

iii. Christina gave the Board a presentation on how the Library uses social media to engage and inform patrons.

At 8:33 p.m., Christina departed the meeting.

b. Jonathan Zivojnovic updated the Board on Village news
   i. Demolition continues on the old hardware store and the Village has received a number of solid proposals for development of the site.
   ii. Jonathan would like the Library to put together a wish list of items to be accomplished with help from the Village, such as signage, paving, etc.
   iii. On April 25, the Village will be hosting a shred/recycle day at the Public Works facility and the Chamber Business Fair in the circle.

At 8:40 p.m., Trustee Orlando Vale arrived.

7. Director’s Report

   a. Tiffany explained that the Library’s Management team will be looking at the statistics report and talking about one topic each meeting.
   b. There is concern about how accurate the statistic regarding the number of Library card holders is.
   c. The new phone system has arrived and it is still being tested by Ahren. It should be in operation within a month.

8. Building Committee

   a. The Village inspector said there will be no code issues with the railing redesign.
   b. The Library received a quote for replacing a 15 ton HVAC unit this spring.
   c. The Building Committee will meet to determine projects and priorities for next year.

9. By-Laws/Goals/Policy/Personnel Committee

   a. Hiring of Michael Quaid

   A motion was made by Jonathan Rivera and seconded by Marissa Santangelo to approve the hiring of permanent substitute Security Guard, Michael Quaid, at $16.00 an hour.

   Ayes: 6  Nays: 0  Absent: 1
   Motion carried.

   b. Committee Chair Jonathan Rivera reminded Trustees to review the information in their Board packet and be ready for an adoption vote at next month’s Board meeting.
10. Finance Committee/Audit Committee
   
a. ProPay agreement

   A motion was made by Terri Sorrentino and seconded by Carole Bilbo to accept the ProPay agreement with option B from SWAN.

   Ayes: 6  Nays: 0  Absent: 1
   Motion carried.

   b. Executive Session

   A motion was made by Jonathan Rivera and seconded by Carole Bilbo that the Board retire to Executive Session.

   Ayes: 6  Nays: 0  Absent: 1
   Motion carried.

   At 9:04 p.m. the Board retired to Executive Session.
   At 9:44 p.m. the Board ended their Executive Session.

11. New Business
   
a. The Board reviewed the Illinois State Standards Chapter 5 as necessitated by the Per Capita Grant.

   A motion was made by Jonathan Rivera and seconded by Carole Bilbo to adjourn the meeting at 9:50 p.m.

   The next regularly scheduled Board meeting will be held March 19, 2015 at 8:00 p.m.

   Marisa Santangelo, Board Secretary 3-19-15
   Date approved