ELMWOOD PARK PUBLIC LIBRARY
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
NOVEMBER 20, 2014 at 8:00 P.M.

1. President Chris Pesko called the meeting to order at 8:01 p.m.

2. Upon roll call the following were present:

   Present: Trustees Chris Pesko, Orlando Vale, Terri Sorrentino, Marisa Santangelo, Joe Bertolli, Carole Bilbo, and Jonathan Rivera
   Also present: Director Tiffany Verzani, Assistant Director Jason Stuhlmann, Office Manager Maureen Delaney, and Youth Services Teen Assistant Alez Perez.

3. Chris Pesko read the account balances as presented:

   a. GF Balance $808,233.00 as of October 31, 2014
   b. BF Balance $308,885.09 as of October 31, 2014
   c. Gift Fund Balance $16,630.84 as of October 31, 2014
   d. GF (YTD) Expenditures $744,744.49 as of October 31, 2014

4. Chris Pesko presented the consent agenda:

   a. Minutes of October 16, 2014 Finance Committee Meeting
   b. Minutes of October 16, 2014 Regular Board Meeting
   c. Approval of payroll for December 2014
   d. Acknowledge Treasurer’s report
   e. Approval of IMRF check for November 2014
   f. Approval of General Fund Disbursements for November 2014
   g. Approval of Building Fund Disbursements for November 2014
   h. Approval of Transfers for October 2014

   A motion was made by Orlando Vale to approve the consent agenda and seconded by Jonathan Rivera. Terri Sorrentino noted the Baker & Taylor bill was one dollar short. Upon roll call the Board voted as follows:

   Ayes: 7  Nays: 0  Absent: 0  
   Motion carried.

5. Correspondence: None

6. Public Participation

   a. Teen Assistant Alea Perez was introduced to the Board
      i. Alea’s three fun facts
         1. She has wanted to live in Chicago since seeing the “Girls Just Want to Have Fun” movie when she was 3 years old.
         2. She is working on completing her Masters in Library and Information Science.
         3. In her rare free time, she likes to draw.
      ii. Alea had a very positive visit to Elmwood Park High School this week
      iii. Alea enjoys her work at the Library and says Elmwood Park is the friendliest community in which she has ever worked.
(Alea exited the meeting at 8:15 p.m.)

7. Director’s Report

a. Updates to the Local Library Act and Open Meetings Act
   i. A new requirement is an email link to contact the Board directly via the website. Board Secretary, Marisa Santangelo, will receive any such emails and bring them to the full Board for discussion and to formulate a reply. Marissa will send a copy of any emails received to both Chris Pesko and Tiffany Verzani (if appropriate). Chris questioned whether the website could indicate to the sender that their email was received and will be replied to in the future. Tiffany said she would investigate this.
   ii. The sign in sheet for visitors to the Board meeting has been modified so that it no longer asks for a guest’s home address. It now offers the guest an option to indicate whether or not they are a resident of Elmwood Park.
   iii. The Library may now follow public bidding processes similar to those used by the school districts and park districts in specific instances listed in the statute.

b. New ILS pick up anywhere option
   i. Part of the migration to the new ILS system will allow patrons to specify alternative locations to pick up their Library materials. There is concern that routing patrons to other libraries will cause decreased circulation volume. SWAN anticipates less than a five percent difference and will allow libraries to participate on a trial basis for the first six months. Should the difference be significantly greater than five percent, individual libraries can opt out of this feature.

c. Chris Pesko recognized Jason’s contribution to the Power Point presentation used for the Village’s Centennial Emerald Ball. He thanked Jason for his work and said he received many positive comments on the slideshow.

8. Building Committee

a. The Committee had no report.

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

a. The Committee had no report.

10. Finance Committee/Audit Committee

a. The Committee had no report

11. Unfinished Business: none

12. New Business

a. Holiday staff recognition
   i. There was discussion about how much the Board should spend for holiday gifts for the staff.

A motion was made by Joe Bertolli and seconded by Orlando Vale to approve purchasing a holiday gift for Library employees not to exceed the amount of forty dollars.
Ayes: 7  Nays: 0  Absent: 0
Motion carried.

(Village Trustee Jonathan Zivojnovic joined the meeting at 8:31 p.m.)

b. 2015 Board Meeting Dates

A motion was made by Terri Sorrentino and seconded by Jonathan Rivera to hold the Library’s 2015 Board meetings on the third Thursday of each month.

Ayes: 7  Nays: 0  Absent: 0
Motion carried.

c. SWAN pickup anywhere feature

A motion was made by Jonathan Rivera and seconded by Marisa Santangelo to opt in on the trial pick up anywhere feature as part of the new SWAN system.

Ayes: 7  Nays: 0  Absent: 0
Motion carried.

d. Jonathan Zivojnovic update the Library board on Village news
   i. Chris asked Jonathan whether the Village had modified their procedure to ask visitors for their home address. Jonathan replied that the Village has made this change in order to follow the requirements of the law.
   ii. Tiffany and Terri asked for Jonathan’s help in securing an outside garbage can for the Library. Jonathan said he would follow up on this with Village officials.
   iii. Tiffany questioned why the Library parking lot was not included when the Village’s parking lot was repaved this summer. Jonathan said he was not aware it was being done until he saw them doing it. He said there will be alley reconstruction work this spring and he will try and get the Library’s parking lot repaved as part of that project.
   iv. Jonathan expressed his concern about the broken Library blind in the Board room.
   v. The Village’s Centennial year has officially ended.
   vi. The Village will host a Holiday Stroll on December 6 if the Library would like to participate.

A motion was made by Jonathan Rivera and seconded by Orland Vale to adjourn the meeting at 8:41 p.m.

The next regularly scheduled Board meeting will be held December 18, 2014 at 8:00 p.m.

[Signature]
Marisa Santangelo, Board Secretary

12-18-14
Date approved