ELMWOOD PARK PUBLIC LIBRARY
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
JANUARY 21, 2016 at 8:00 P.M.

1. Vice President Jonathan Rivera called the meeting to order at 8:02 p.m.

2. Upon roll call the following were present:

   Present: Trustees Jonathan Rivera, Marisa Santangelo, Carole Bilbo, Joe Bertolli, Terri Sorrentino, and Elsa Volpe
  Absent: Trustee Chris Pesko
   Also present: Director Tiffany Verzani, Assistant Director Jason Stuhlmann, Office Manager Maureen Delaney, and Pam Parr and Gail Johnson from Face to Face Communications.

3. Jonathan Rivera read the account balances as presented:

   a. GF Balance $578,528.86 as of December 31, 2015
   b. BF Balance $137,172.57 as of December 31, 2015
   c. Gift Fund Balance $16,637.38 as of December 31, 2015
   d. GF (YTD) Expenditures $1,166,090.28 as of December 31, 2015

4. Jonathan Rivera presented the consent agenda:

   a. Minutes of December 17, 2015 Finance Committee Meeting
   b. Minutes of December 17, 2015 Regular Board Meeting
   c. Minutes of Finance Meeting, January 12, 2016
   d. Approval of payroll for February 2016
   e. Acknowledge Treasurer’s report
   f. Approval of IMRF check for January 2016
   g. Approval of General Fund Disbursements for January 2016
   h. Approval of Building Fund Disbursements for January 2016
   i. Approval of Transfers for December 2015

   A motion was made by Joe Bertolli to approve the consent agenda. The motion was seconded by Marisa Santangelo. Upon roll call the Board voted as follows:

   Ayes: 6  Nays: 0  Absent: 1

   Motion carried.

5. Correspondence:

   a. The Board received a multitude of thank you notes from staff members expressing appreciation for their holiday gifts, and a thank you note from Marion Ashby for flowers sent when she was ill.

6. Public Participation

   a. Gail Johnson and Pam Parr from Face to Face Communications presented an overview of the Strategic Plan
      i. The Board requested detailed reports with timelines for each part of the plan.
         1. Tiffany will provide that at the February meeting.
7. Director’s Report
   a. Tiffany asked the Board to note the ILA events and Board Action Dates in the Board Packet.
   b. There was discussion about a behavioral incident.
   c. Maureen and Tiffany confirmed that they sent an email informing regular users of the Library’s meeting room policies.

8. Building Committee
   a. Tiffany sent in the final paperwork for the grant for the renovation of Kids & Teens.
   b. Committee chair Joe Bertolli reviewed the financials for the renovation.
   c. The Committee will meet soon to discuss projects for 2016.

9. By-Laws/Goals/Policy/Personnel Committee
   a. The committee will meet in February to review input from the Board for the Director’s review.
   b. The Board will go over the Director’s review in February.

10. Finance Committee/Audit Committee
    a. The auditor confirmed the Library can comingle funds as long as we keep an accounting of it and divvy up the interest proportionately.
    b. Banking

       A motion was made by Carole Bilbo and seconded by Elsa Volpe, that the Library change banks to Belmont Bank and Trust. Upon roll call the Board voted as follows:

       Ayes: 4  Nays: 0  Absent: 1  Present: 2
       Motion carried.

       A motion was made by Carole Bilbo and seconded by Marisa Santangelo, to transfer monies to cover payroll for one period, not to exceed $77,000, from Illinois Funds to Belmont Bank. Upon roll call the Board voted as follows:

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

11. New Business
    a. A vote to accept the Strategic Plan was tabled to February.
    b. Due to an equipment difficulty, the scheduled review of the Executive Session minutes was postponed to February’s meeting.

A motion was made by Terri Sorrentino and seconded by Elsa Volpe to adjourn the meeting at 9:06 p.m.

The next regularly scheduled Board meeting will be held February 18, 2016 at 8:00 p.m.

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Marisa Santangelo, Board Secretary

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Date approved
3/16/16