ELMWOOD PARK PUBLIC LIBRARY
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
APRIL 16, 2015 at 8:00 P.M.

1. President Chris Pesko called the meeting to order at 8:11 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, Technology Librarian Ahren Sievers, and Trustee-elect Elsa Volpe

3. Chris Pesko read the account balances as presented:

   a. GF Balance $985,750.12 as of March 31, 2015
   b. BF Balance $279,263.68 as of March 31, 2015
   c. Gift Fund Balance $16,631.74 as of March 31, 2015
   d. GF (YTD) Expenditures $1,408,795.11 as of March 31, 2015

4. Chris Pesko presented the consent agenda:

   a. Minutes of March 19, 2015 Finance Committee Meeting
   b. Minutes of March 19, 2015 Regular Board Meeting
   c. Minutes of April 7, 2015 BGPP Committee Meeting
   d. Approval of payroll for May 2015
   e. Acknowledge Treasurer’s report
   f. Approval of IMRF check for April 2015
   g. Approval of General Fund Disbursements for April 2015
   h. Approval of Building Fund Disbursements for April 2015
   i. Approval of Transfers for March 2015

   A motion was made by Jonathan Rivera to approve the consent agenda with the correction that “Peggy Parr” be corrected to “Pam Parr” in the minutes of the March regular Board meeting. The motion was seconded by Orlando Vale. Upon roll call the Board voted as follows:

   Ayes: 7    Nays: 0    Absent: 0

   Motion carried.

5. Correspondence: none

6. Public Participation
a. Technology Librarian Ahren Sievers
   i. Ahren rides his bike to work from Forest Park every day but Wednesday
   ii. He plays the drums.
   iii. He is a D.J. with a large vinyl collection.
b. Chris Pesko welcomed Trustee-elect Elsa Volpe to the meeting.

7. Director’s Report

a. Strategic Plan
   i. A Strategic Plan staff committee has been formed.
   ii. Part of the Strategic Plan calls for a retreat for Managers and Board Members. Tiffany will send out an email to determine Board members’ availability for weekends in September.

b. Trustee materials
   i. Tiffany explained books offered by the ILA for Trustees and took orders.

c. Trustee training
   i. Tiffany will meet with Trustee-elect Elsa Volpe and provide her with training materials.

d. Color copies
   i. The Board agreed with Tiffany’s decision to lower the price of color copies made by patrons at the Library.

e. Youth Services posters
   i. Tiffany showed the Board examples of posters the YS staff made to encourage positive behavior in the Library.

f. Statements of Economic Interest
   i. Chris reminded all Board members to complete and submit their Statement of Economic Interest.

8. Building Committee

a. Painting for both Youth and Adult Services and new shelving for Youth Services are included in the new budget.
b. Tiffany will purchase a skateboard rack.
c. Tiffany will get a quote for a door buzzer for the Library’s business office.
d. Nicor will be doing a service project where they plant flowers around the Library.
e. The bike rack and exterior railing cannot be repainted because they are powder coated.
f. Tiffany would like to remove the doors to the Youth Services department.
   i. She checked with the Fire Captain and there are no fire code violations.
   ii. Terri expressed concern about unsightly hinges showing, but Tiffany explained that a new entrance will cover any remaining hinges.
g. The Library sign at the rear of the building will be removed.
h. The Building Committee gave Tiffany authority to make minor repairs in the Library.

9. By-Laws/Goals/Policy/Personnel Committee
a. Restricting use of forwarding from Library email accounts

A motion was made by Carole Bilbo and seconded by Orlando Vale to amend the by-laws as presented in the board packet.

Upon roll call the Board voted as follows:

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

b. Library Director’s Job

Jonathan explained the job description was written with input from both Tiffany and the Management Association.

A motion was made by Marisa Santangelo and seconded by Orlando Vale to approve the Library Director’s job description as presented in the board packet.

Upon roll call the Board voted as follows:

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

c. Employee Handbook Updates

A motion was made by Marisa Santangelo and seconded by Joe Bertolli to accept the changes to the Employee Handbook as presented in the board packet.

Upon roll call the Board voted as follows:

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

10. Finance Committee/Audit Committee

a. Finance committee chair Terri Sorrentino informed the Board that the budget will be presented to the Village tomorrow.

b. The levy will be on May’s agenda.

c. The Finance Committee completed the fraud risk assessment.

11. New Business

a. Art donation
i. A Village family informed the Library that a deceased family member wanted the Library to receive her art collection.
ii. There was discussion about whether the Library has room to display and/or store the collection.
iii. The family is open to selling the collection and donating the proceeds to the Library
iv. Joe suggested recognizing the patron who made the donation with an acorn on the Library's "Giving Tree."

b. Proclamation for Orlando Vale

A motion was made by Jonathan Rivera and seconded by Terri Sorrentino to accept the proclamation recognizing retiring Trustee Orlando Vale for his service to the Library and community of Elmwood Park.

Upon roll call the Board voted as follows:

Ayes: 7  Nays: 0  Absent: 0

Motion carried.

A motion was made by Orlando Vale and seconded by Jonathan Rivera to adjourn the meeting at 9:08 p.m. The next regularly scheduled Board meeting will be held May 21, 2015 at 8:00 p.m.

Marisa Santangelo, Board Secretary

5-21-15

Date approved