1. President Carole Bilbo called the meeting to order at 8:00 p.m.

2. Upon roll call the following were present:

   Present: Trustees Carole Bilbo, Chris Pesko, Marissa Santangelo, Diana Gordon, and Peter Fosco
   Absent: Trustees Elsa Volpe and Michelle Mondia
   Also present: Director Tiffany Verzani, Assistant Director Jason Stuhlmann, Head of Technical Services Lucas McKeever, and Office Manager Maureen Delaney

3. Carole Bilbo read the account balances as presented:
   
   a. GF Balance $792,812.49 as of September 30, 2018
   b. BF Balance $174,423.11 as of September 30, 2018
   c. Gift Fund Balance $26,577.82 as of September 30, 2018
   d. GF (YTD) Expenditures $730,461.26 as of September 30, 2018

4. Carole Bilbo presented the consent agenda:
   
   a. Minutes of the Finance Committee Meeting, September 20, 2018
   b. Minutes of the Board Meeting, September 20, 2018
   c. Minutes of the Building Committee Meeting, September 15, 2018
   d. Approval of payroll for November 2018
   e. Acknowledge Treasurer’s report
   f. Approval IMRF check for October 2018
   g. Approval of General Fund Disbursements for October 2018
   h. Approval of Transfers for September 2018

A motion was made by Chris Pesko, and seconded by Peter Fosco, to approve the consent agenda. On roll call the Board voted as follows:

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

5. Correspondence: Marisa read a note from Carol Loughnane thanking the Board for their support of Mia’s Puppet Palace.

6. Public participation: none

7. Director’s Report

   a. Tiffany reviewed the success of the Savor the 70’s fundraiser.
   b. The budget is on track for the year.

8. Building Committee

   a. Chris explained the timeline for the bidding process on the lobby redesign.
A motion was made by Chris Pesko, and seconded by Peter Fosco, to allow Tiffany Nash to start the bidding process for the lobby redesign. Upon roll call the Board voted as follows:

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

b. ComEd conducted an energy audit of the building
c. Building projects for next year will possibly include exterior signage, furniture, and an art installation.

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

a. Salary Scale

A motion was made by Chris Pesko, and seconded by Diana Gordon, to approve the Salary Scale as presented in the Board packet. Upon roll call the Board voted as follows:

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

b. Gifts of Appreciation Policy

A motion was made by Chris Pesko, and seconded by Diana Gordon, to approve the Gifts of Appreciation policy as presented in the Board packet. Upon roll call the Board voted as follows:

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

c. 3-D Printer Policy

A motion was made by Chris Pesko, and seconded by Diana Gordon, to approve the 3-D printer policy as presented in the Board packet. Upon roll call the Board voted as follows:

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

d. Circulation Policy

A motion was made by Chris Pesko, and seconded by Diana Gordon, to approve the Circulation Policy as presented in the Board packet with two modifications: 1) in the section “Non-resident Elmwood Park Property Owners” the following sentence will be added to clarify this provision is for business owners: “Renters who lease their residences are included in the Village Residents section above.”; and 2) DVDs (except HITS) have been added to the list of items that can be renewed provided there are no holds on the item. Upon roll call the Board voted as follows:

Ayes: 5    Nays: 0    Absent: 2
Motion carried.
e. Non-SWAN Inter Library Loan Policy

A motion was made by Chris Pesko, and seconded by Diana Gordon, to approve the Non-SWAN interlibrary loan as presented in the Board packet. Upon roll call the Board voted as follows:

Ayes: 5  Nays: 0  Absent: 2

Motion carried.

f. Personnel Policy Manual

A motion was made by Chris Pesko, and seconded by Marisa Santangelo, to approve the Personnel Policy Manual as presented in the Board packet. Upon roll call the Board voted as follows:

Ayes: 5  Nays: 0  Absent: 2

Motion carried.

10. Finance Committee

a. Building Fund Certificate of Deposit

A motion was made by Chris Pesko, and seconded by Peter Fosco, to not roll over the Building Fund CD when in matures on November 15, and to transfer the full amount into the Building Fund Super Now account. Upon roll call the Board voted as follows:

Ayes: 5  Nays: 0  Absent: 2

Motion carried.

b. The Board signed paperwork to open a Gift Fund Super Now account which will eventually replace the Gift Fund ICS account.

11. Unfinished Business: none

12. New Business

a. Tiffany reminded the Board to review the Trustee Fact Files Chapters 6-8 as part of the requirements for the Per Capita grant.

A motion was made by Chris Pesko, and seconded by Diana Gordon to adjourn the meeting at 8:30 p.m.

The next regularly scheduled Board meeting will be held November 15, 2018 at 8:00 p.m.

[Signature]
Marisa Santangelo, Board Secretary

[Date]