ELMWOOD PARK PUBLIC LIBRARY
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
October 17, 2019

1. Vice President Peter Fosco called the meeting to order at 8:03 p.m.

2. Upon roll call the following were present:
   
   Present: Trustees Peter Fosco, Elsa Volpe, Marissa Santangelo, Diana Gordon, and SK Narayan
   Absent: Trustees Chris Pesko and Michelle Mondia
   Also present: Director Tiffany Verzani, Assistant Director Jason Stuhlmann, Office Manager Maureen Delaney, and Shelver Sher Ptack

3. Peter Fosco read the account balances as presented:
   
   a. GF Balance $819,027.15 as of September 30, 2019
   b. BF Balance $121,494.55 as of September 30, 2019
   c. Gift Fund Balance $11,518.61 as of September 30, 2019
   d. GF (YTD) expenditures $724,318.21 as of September 30, 2019

4. Peter Fosco presented the consent agenda:
   
   a. Minutes of the BGPP Meeting, September 19, 2019
   b. Minutes of the Board Meeting, September 19, 2019
   c. Approval of payroll for November 2019
   d. Acknowledge Treasurer’s report
   e. Approval IMRF check for October 2019
   f. Approval of General Fund Disbursements for October 2019
   g. Approval of Transfers for September 2019

   A motion was made by Marissa Santangelo, and seconded by Elsa Volpe, to approve the consent agenda.

   Upon roll call the Board voted as follows:

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

5. Correspondence: Marissa read a note from Mary Moss thanking the Board for their donations in honor of her mom.

6. Public participation
   
   a. Sher Ptack, shelver
      i. She has always lived in Elmwood Park.
      ii. She has a vegetable garden and cans her own tomatoes.
      iii. She can play the piano.

   Sher departed the meeting at 8:14 p.m.

7. Director’s Report
a. Tiffany gave an update on the “You Are Beautiful” community art project.
b. Plans for the new Strategic Plan are being developed.
c. Andy, the new Kids & Teens employee, identifies as non-binary and uses they/them pronouns.

8. Building Committee

a. The next meeting will be Thursday, November 21, at 7 p.m., before the Board meeting.

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

a. Hiring of Andy Goelzer, Kids & Teens Associate

A motion was made by SK Naryan, and seconded by Elsa Volpe, to hire Andy Goelzer as a Kids & Teens Associate with an hourly rate of $16.00.

Upon roll call the Board voted as follows:

Ayes: 5  Nays: 0  Absent: 2

Motion carried.

b. Hiring of Valerie Pazos, Circulation Assistant

A motion was made by SK Naryan, and seconded by Diana Gordon, to hire Valerie Pazos as a Circulation Assistant with an hourly rate of $11.25.

Upon roll call the Board voted as follows:

Ayes: 5  Nays: 0  Absent: 2

Motion carried.

c. Hiring of Beck Helgeson, Teen Services Associate

A motion was made by SK Narayan, and seconded by Diana Gordon, to hire Beck Helgeson as a Teen Services Associate with an hourly rate of $17.00.

Upon roll call the Board voted as follows:

Ayes: 5  Nays: 0  Absent: 2

Motion carried.

d. Collection Development Policy

A motion was made by Marissa Santangelo, and seconded by Diana Gordon, to approve the Collection Development Policy as presented in the Board Packet.

Upon roll call the Board voted as follows:

Ayes: 5  Nays: 0  Absent: 2

Motion carried.
e. Homebound Delivery Policy

A motion was made by SK Narayan, and seconded by Elsa Volpe, to approve the Homebound Delivery Policy as presented in the Board Packet.

Upon roll call the Board voted as follows:

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

f. Circulation Policy

A motion was made by Marissa Santangelo, and seconded by SK Narayan, to approve the Circulation Policy as presented in the Board Packet.

Upon roll call the Board voted as follows:

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

g. Confidentiality Policy

A motion was made by Diana Gordon, and seconded by Marissa Santangelo, to approve the Confidentiality Policy as presented in the Board Packet.

Upon roll call the Board voted as follows:

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

h. Exhibits and Displays Policy

A motion was made by SK Narayan, and seconded by Diana Gordon, to approve the Exhibit and Displays Policy 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. CD Renewal

A motion was made by Elsa Volpe, and seconded by Diana Gordon, to split the funds in the CD coming due with half going into the Super Now checking account, and the other half rolling over into a 91 day CD.

Upon roll call the Board voted as follows:

Ayes: 5  Nays: 0  Absent: 2
Motion carried.
11. Unfinished Business: none

12. New Business

   a. PLA conference approval

      A motion was made by Marissa Santangelo, and seconded by Elsa Volpe, to approve Tiffany, Jason, and Lucas to travel to the PLA conference at a total cost not to exceed $3500.

      Upon roll call the Board voted as follows:

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

   b. Review of Per Capita requirement, Organizational Management webinar

   c. There was discussion about ways the library can honor Kim.

13. Adjournment

   A motion was made by SK Narayan, and seconded by Elsa Volpe, to adjourn the meeting at 8:44 p.m.

   The next regularly scheduled Board meeting will be held November 21, 2019 at 8:00 p.m.

   [Signature]
   Marisa Santangelo, Board Secretary

   Date approved