ELMWOOD PARK PUBLIC LIBRARY
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
NOVEMBER 17, 2016 at 8:00 P.M.

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, Jonathan Rivera, Terri Sorrentino, Elsa Volpe, Chris Pesko, and Marisa Santangelo
   Absent: Trustee Joe Bertolli
   Also present: Director Tiffany Verzani, Office Manager Maureen Delaney, Adult Services Librarian Christina Janiczek, Technology Librarian Ahren Sievers, Village Trustee Jonathan Zivojnovic, and Graphic Designer Aimee Hucek.

3. Carole Bilbo read the account balances as presented:

   a. GF Balance $724,830.05 as of October 31, 2016
   b. BF Balance $213,195.83 as of October 31, 2016
   c. Gift Fund Balance $16,965.67 as of October 31, 2016
   d. GF (YTD) Expenditures $728,499.17 as of October 31, 2016

4. Carole Bilbo presented the consent agenda:

   a. Minutes of the Finance Meeting, October 20, 2016
   b. Minutes of the Board Meeting, October 20, 2016
   c. Approval of payroll for December 2016
   d. Acknowledge Treasurer’s report
   e. Approval IMRF check for November 2016
   f. Approval of General Fund Disbursements for November 2016
   g. Approval of Transfers for October 2016

   A motion was made by Chris Pesko, and seconded by Jonathan Rivera, to approve the consent agenda. Upon roll call the Board voted as follows:

   Ayes: 6   Nays: 0   Absent: 1

   Motion carried.

5. Correspondence
   a. Tiffany shared a note from practicum student Elizabeth Miller thanking the staff for all she learned during her time at the Library.
   b. The Board received invitations to Village President Saviano’s annual holiday party.

6. Public Participation

   a. Jonathan Zivojnovic, Village Trustee
      i. Jonathan received a complaint from a resident regarding rowdiness in the Kids & Teens department.
         1. There was discussion about current Library behavior policies and their effectiveness.
2. Jonathan suggested placing an auxiliary officer, at the expense of the Village, in the Kids & Teens department every afternoon.
   ii. The Village received a CDBG for redoing the Village Circle.
   iii. Tiffany asked Jonathan to pass on her thanks to the Public Works department for the plantings they did around the Library.

At 8:45 p.m., Jonathan Zivojnovic departed the meeting.

7. Director’s Report
   a. Logo Presentation
      i. Aimee Hucek and Christina Janiczek discussed the issues with the current logo.
      ii. They explained that the new logo is reproducible across different media and in different formats.
      iii. They revealed the new logo to the Trustees.

At 9:03 p.m., Ahren and Aimee departed the meeting.

   b. Strategic Plan Q2 Report
      i. There was discussion about the English Language Learners group.

At 9:06 p.m., Christina departed the meeting.

8. Building Committee: no report

9. By-Laws/Goals/Policy/Personnel Committee
   a. Jonathan reminded the Board to be prepared to vote on the the Travel Reimbursement policy, the Employee Handbook changes, and the Social Media Policy at December’s Board meeting.
   b. The Board requested Tiffany send out these proposed changes in an email next week.

10. Finance Committee
   a. Investment Policy

      A motion was made by Terri Sorrentino, and seconded by Jonathan Rivera, to adopt the Investment Policy as noted in the Board Packet. Upon roll call the Board voted as follows:

      Ayes: 6  Nays: 0  Absent: 1

      Motion carried.

   b. Mid-Year Budget Review
      i. The Finance committee reported the budget is right on track.

11. Unfinished Business
   a. 2017 Board Meeting Dates

      A motion was made by Jonathan Rivera, and seconded by Terri Sorrentino, to accept the 2017 Board Meeting Dates as presented. Upon roll call the Board voted as follows:
Ayes: 6  Nays: 0  Absent: 1  
Motion carried.

12. New Business

a. Staff Holiday Recognition

A motion was made by Chris Pesko, and seconded by Elsa Volpe, to give each staff member a $40 holiday gift card. Upon roll call the Board voted as follows:

Ayes: 5  Nays: 1  Absent: 1  
Motion carried.

A motion was made by Chris Pesko, and seconded by Jonathan Rivera, to adjourn the meeting at 9:19 p.m.

The next regularly scheduled Board meeting will be held December 15, 2016 at 8:00 p.m.

Elsa Volpe, Board Secretary

Date approved