

**Minutes of the Evergreen Park Public Library
Board of Trustees
Regular Meeting
Wednesday, May 10, 2017
7:00 pm • Library Lower Level**

The meeting was called to order at 7:00 pm by Vice President Virginia Chandler. The following trustees were present: Vice President Virginia Chandler, Treasurer Elizabeth Topa, Secretary Helen Tomczuk, and Trustee Thomas Knox. President Kim Shine and Trustees Deborah Pearson and Tina Ward were absent with notification. Library Director Nicki Seidl was also present.

Vice President Virginia Chandler led the assembly in the Pledge of Allegiance.

Elizabeth Topa motioned to approve the Minutes of the Regular Meeting of February 8, 2017, seconded by Thomas Knox. The motion passed unanimously.

The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for April, 2017. Helen Tomczuk motioned to accept the Treasurer's report, seconded by Virginia Chandler. The motion passed unanimously. Helen Tomczuk motioned to approve the list of checks for payment of bills for May 2017, seconded by Virginia Chandler. The motion passed unanimously. There was no public participation for this meeting.

Public Participation:

No public participation for this meeting.

Nicki Seidl presented the librarian's report in written format. Nicki Seidl, Mary Black and Julie Keaty participated in the StoryCorps.org kickoff. Nicki met with Head of Adult Services, Anna Wassenaar to discuss the format of the library's strategic plan. Mary Black, Julie Keaty, Anna Wassenaar and Kerrie Stone are to be commended for organizing #epstories in April. Over 30 StoryCorps interviews were conducted. The recording equipment returns in October.

Automatic renewals of eligible materials was postponed until June. Renewal will depend on the renewal limits set by the lending library and whether there are holds on the item. Patrons who have chosen email as their method of communication with the library will receive an advisory as to whether the item was renewed (with new due date) or not.

The Smart Energy Design Assistance Center (SEDAC) provided an energy assessment report for our library. Our average annual energy usage is low compared to other facilities of our size; however our natural gas consumption is primarily responsible. Dependable Building Maintenance is replacing compact fluorescent exit signs with LED signs, and we are researching replacing our T8 lamps with LED retrofits. It will depend if they are compatible with our existing ballasts.

Kingston flooring is conducting a calcium test of the Activity Room floor which will measure the amount of moisture coming up through the concrete, and an RH test which will measure the amount of moisture in the concrete. Once the results are obtained, Engberg Anderson will confer with the flooring manufacturer as to the best type of flooring for the moisture content of the concrete. This may be a floating floor material that is 100% moisture proof and does not use adhesive.

Bob Erlich will be hosting his butterfly garden plant sale May 24-27. Proceeds are split between Bob and the library. Blake Rabodzeenko will lead a team of scouts in painting a themed mural on the wall above the teen computers for his Eagle Scout Service project starting May 23. The plant sale fundraiser with the Garden Club of Evergreen Park is Saturday, June 3. The library is responsible for organizing drawing baskets for display May 3-June 3. Special thanks to Ana Gomez and Susan Przybysz for organizing the baskets. The annual gigantic book sale is scheduled for August 7-12, with the pre-sale on August 5. Mary Kubica will be signing her novel Every Last Lie on August 10.

Old Business:

- Helen Tomczuk motioned to approve the Evergreen Park Public Library refund policy. The motion was seconded by Elizabeth Topa. The motion passed unanimously.

New Business:

- The Evergreen Public Library Annual Financial Report for year ended December 31, 2016 was distributed for review.
- Elizabeth Topa motioned for approval of the Illinet/OCLC Services Program renewal Agreement for fiscal year 2018. The motion was seconded by Helen Tomczuk. The motion passed unanimously.

There being no further business to discuss, Helen Tomczuk motioned and Elizabeth Topa seconded to adjourn the meeting at 7:46 pm. The motion passed unanimously. The next regular meeting of the Evergreen Park Public Library Board of Trustees will be June 14, 2017 at 7:00 pm.

Respectfully submitted,



Helen Tomczuk, Secretary