

**Minutes of the Evergreen Park Public Library
Board of Trustees
Regular Meeting
Wednesday, August 14, 2019
7:00 pm • Library Lower Level**

The meeting was called to order at 7:11 pm by President Kim Shine. The following trustees were present: Vice President Virginia Chandler, Secretary Kate Bradley, and Trustee James Busk. Treasurer Elizabeth Topa, Trustee Deborah Pearson, and Trustee Helen Tomczuk were absent with notification. Library Director Nicki Seidl was also present.

President Kim Shine led the assembly in the Pledge of Allegiance.

Virginia Chandler motioned to approve the Minutes of the Regular Meeting of August 14, 2019, seconded by Kim Shine. The motion passed unanimously.

The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for July 2019. Virginia Chandler motioned to accept the Treasurer's report for audit, seconded by James Busk. The motion passed unanimously. Kate Bradley motioned to approve the list of checks for payment of bills for August 2019, seconded by Virginia Chandler. The motion passed unanimously.

There was no public participation.

Librarian's Report

Nicki Seidl presented the Librarian's Report in written format. Library staff and board members Kate Bradley and Helen Tomczuk were thanked for representing the library in the Independence Day parade. Shelver Kevon Williams was awarded a 4H scholarship. Murphy & Miller will replace rooftop units 5 and 6, and install a split system cooling unit in the computer lab on August 23. The library must be closed during installation. LED ballast bypass lighting was installed on the main floor. Comcast is working to resolve intermittent outage issues that have affected Internet and telephone service. Library staff is organizing a 75th anniversary open house with library and literary themed activities on Saturday, September 7, from 10 am to noon.

Evergreen Park Public Library Foundation Report

The Foundation is working on final details for the upcoming 75th Anniversary Celebration fundraiser on October 12 at Bourbon Street. Sponsorships and drawing basket items are coming in. Volunteers are needed. The next meeting Foundation meeting will be September 11, 2019 at 6 pm.

Old Business:

There was no old business.

New Business:

James Busk motioned to approve the snow contract from Don's Custom Landscaping, Inc. 9711 S Troy Ave, Evergreen Park, IL 60805 for removal at \$100/visit and salt at \$120 per application. The motion was seconded by Kate Bradley. The motion passed unanimously.

Virginia Chandler motioned to authorize publishing a request for proposal for on-call facility maintenance service, seconded by James Busk. The motion passed unanimously.

The FY2020-2025 pay grade schedule and FY2020 salary schedule and supporting documentation were distributed for review.

Trustee Facts File Chapters 11-14 and appendices were distributed for review as per FY2020 Illinois State Library per capita grant requirements.

As there was no further business to discuss, Virginia Chandler motioned to adjourn the meeting, seconded by Kate Bradley. The motion passed unanimously, and the meeting adjourned at 8:30 pm. The next regular meeting of the Evergreen Park Public Library will be Wednesday, September 11th, at 7:00 pm in the conference room on the lower level.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kate Bradley".

Kate Bradley, Secretary