

**MINUTES OF THE EVERGREEN PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING**

**Wednesday, December 12, 2012  
7:00 PM Library Lower Level**

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1. President Kim Shine called the meeting to order at 7:12 p.m. Present were Treasurer Elizabeth Topa, Secretary Tina Ward, Trustees Virginia Chandler, Deborah Pearson, and Library Director Nicki Seidl. Vice President Jake Welsh and Trustee Ruth McDonald were absent with notification.
2. Elizabeth Topa moved to approve the Minutes of the Regular Meeting of November 14, 2012 seconded by Kim Shine. The motion passed unanimously.
4. The Treasurer's Report was presented by Nicki Seidl. With her assistance, the Board reviewed a statement of the library's funds. Nicki projects that there is enough cash on hand to accommodate the library's expenses through March 1, 2013. It was discussed that some other taxing bodies levy an extra amount to cover a short fall in the amount of property taxes collected. Nicki will ask the Village treasurer about this practice. Deborah Pearson motioned to accept the Treasurer's Report for audit, seconded by Kim Shine and passed unanimously. The Board then reviewed the lists of checks for the payment of bills for December 2012. Tina Ward moved to accept the list of checks Deborah Pearson seconded the motion, and it was so moved without issue.
2. **Public Participation:** Nada, no-one, you could hear the crickets chirping.
5. **Librarian's Report:**  
The librarian's report was presented in written format.
  - **Personnel:** It was discussed that Gigi's baby shower will be held on January 13, 2012. However as of the writing of these minutes, she had a baby boy, Linus. Gigi is scheduled to return back to work on May 6, 2013 as a part-time employee.
  - **Technology:** The network assessment revealed that everything is suitable for our needs. However, recommendations were made to use a different service for backing-up the libraries data. Also, the staff will be moving to Microsoft Outlook for e-mail exchange.
6. **Old Business:** None
7. **New Business:**
  - A motion was made by Deborah Pearson to approve the Acceptance of the Retainer Agreement from Current Technologies, Downers Grove for 100 hour block time at \$112.00/hour. Our current contract with McGann group did not meet our needs. Nicki gave them a written notice that their service contract would terminate in 30 days. Seconded by Elizabeth Topa. Motioned carried.

- Elizabeth Topa made a motion to adopt the 2013 Evergreen Park Public Library Board of Trustees Meeting Ordinance. Tina Ward seconded the motion – motion passed.
- Deborah Pearson made a motion to approve a Special Meeting with Engberg Anderson for Wednesday January 9, 2013 to discuss the capital plan. Tina Ward seconded the motion. The motion was carried.

**8. Adjournment:** At 8:00:12pm Deborah Pearson moved to adjourn the meeting; seconded by Tina Ward, which passed unanimously. The next month's regularly scheduled meeting will take place January 9, 2013 at 7:00pm following the Special Meeting with Engberg Anderson.

Respectfully submitted,

A handwritten signature in cursive script that reads "Tina Ward".

Tina Ward, PhD.  
Secretary, Evergreen Park Library Board