

**Minutes of the Evergreen Park Public Library
Board of Trustees
Regular Meeting
Wednesday, July 11, 2018
7:00 pm • Library Lower Level**

The meeting was called to order at 7:04 pm by President Kim Shine. The following trustees were present: Vice President Virginia Chandler, Treasurer Elizabeth Topa, Trustee Deborah Pearson, and Trustee Helen Tomczuk. Secretary Tina Ward and Trustee Tim Scanlon were absent with notification. Library Director Nicki Seidl was also present.

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

Dante L Mosely, Vice President of Community Business Banking with Beverly Bank & Trust, presented options for possible financing of the library's roof replacement project.

Deborah Pearson motioned to approve the Minutes of the Regular Meeting of June 13, 2018, seconded by Virginia Chandler. The motion passed unanimously.

The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for June 2018. Virginia Chandler motioned to accept the Treasurer's report for audit, seconded by Helen Tomczuk. The motion passed unanimously. Helen Tomczuk motioned to approve the list of checks for payment of bills for July 2018, seconded by Virginia Chandler. The motion passed unanimously.

There was no public participation.

Nicki Seidl presented the librarian's report in written format. Youth Services Assistant Cindy Gaz's last day is July 24. Interviews are in process for a replacement. Illinois Roof Consulting Associates conducted a physical examination of the roof. The replacement specifications should be completed by the end of July. The front porch railings and back entrance double doors were repainted. The library's application for ComEd incentives to retrofit the exterior lighting for LED was approved and installation will begin July 18. The carpet in main traffic areas will be cleaned in August. TMO Construction will grind down the concrete lip on the handicap ramp and repair the corner of the front steps at the end of July/early August. The annual book sale is August 4 through 11. Illinois Reads authors Kathleen Rooney (*Lillian Boxfish Takes a Walk*) and Martin Seay (*The Mirror Thief*) visit on August 15.

Deborah Pearson, President of the Evergreen Park Public Library Foundation, reported that nearly 100% of foundation board members have contributed monetarily to the Foundation. Plans are underway for a fundraising event in September.

Old Business:

- Virginia Chandler motioned to approve revisions to the Employee Handbook, seconded by Elizabeth Topa. The motion passed unanimously.
- Elizabeth Topa motioned to approve an increase in the monthly cleaning fee for Luna's Cleaning Services, 8835 S Washtenaw, Evergreen Park, IL 60805 from \$1,650 to \$1,725. Deborah Pearson seconded the motion. The motion passed unanimously.

New Business:

- Nicki Seidl distributed the proposed 2019 pay grade assignments and supporting documentation for board review.

There being no further business to discuss, Deborah Pearson motioned and Elizabeth Topa seconded to adjourn the meeting at 8:40 pm. The motion passed unanimously. The next regular meeting of the Evergreen Park Public Library Board of Trustees will be August 8, 2018 at 7:00 pm, in the staff room on the lower level.

Respectfully submitted,

A handwritten signature in blue ink that reads "Nicki Seidl". The signature is written in a cursive, flowing style.

Nicki Seidl, Secretary Pro-Tem