

**Minutes of the Evergreen Park Public Library
Board of Trustees
Regular Meeting
Wednesday, June 14, 2017
7:00 pm • Library Lower Level**

The meeting was called to order at 7:15 pm by President Kim Shine. The following trustees were present: Vice President Virginia Chandler, Treasurer Elizabeth Topa, Secretary Helen Tomczuk, Trustee Thomas Knox, Trustee Deborah Pearson and Trustee Tina Ward. Library Director Nicki Seidl was also present.

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

Deborah Pearson motioned to approve the Minutes of the Regular Meeting of May 10, 2017, 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 May, 2017. Helen Tomczuk motioned to accept the Treasurer's report, seconded by Tina Ward. The motion passed unanimously. Helen Tomczuk motioned to approve the list of checks for payment of bills for June 2017, seconded by Deborah Pearson. The motion passed unanimously.

Public Participation:

Evergreen Park resident Helen Cuprisin stated she loves the library. She would like to see more books available because at times she has a list of books she would like to read and is disappointed to find out they are not available from the Evergreen Park Public Library.

Nicki Seidl presented the librarian's report in written format. Kingston Flooring performed calcium chloride moisture testing of the concrete in the Activity Room. Nicki met with Ron Valdez of Heritage Technology Solutions to discuss repair, upgrades, and expansion of the DVR and security cameras. Blake Rabodzeenko sketched his design on the Activity Room wall for his Eagle Scout Service Project, but is now on a trip. Bob Erlich hosted his annual butterfly garden plant sale and split the proceeds of \$376 with the library. Anna Wassenaar and Nicki Seidl met to further develop the strategic plan.

Ana Gomez, Susan Przybysz, and the Circulation staff are to be commended for organizing the plant sale raffle, which raised \$1,565. Anna Wassenaar will represent EP Library at the annual senior fair at the EP Firehouse on June 7. Dominique McBride and Kevin Gallegos were hired as shelvers, starting June 16. The Children's department will present story time featuring the EP StoryWalk at the Farmer's Market on June 22.

Automatic renewals of eligible materials was postponed until June 14. 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.

Based on the results of the moisture test, Kingston Flooring replaced the Activity Room floor with a wood poly composite floating floor system that is 100% moisture proof. Kingston Tile extended a two year warranty in lieu of the manufacture warranty which was denied due to the moisture content of the concrete slab. The cost difference between the composite flooring and the Armstrong VCT originally approved by the library board was \$1,295. Imperial Cleaning Services power-washed the front porch and handicap ramp. Linda McKeown filled and decorated the planter boxes beautifully. The AED kit and case was received and will be mounted at ADA height by the elevator. The Jim Kennedy memorial John Deere yellow bike rack was received and will be installed in the asphalt.

Nicki received the Designation Request Application from the Passport Application Acceptance Program. The Library is in the process of determining who will act as acceptance agents and hours the service will be offered, but the process is not expected to be quick. The annual gigantic book sale is scheduled for August 7-12, with the pre-sale on August 5. Mary Kay Fahey is looking for local book clubs to help with the set up. Mary Kubica will be signing her novel Every Last Lie on August 10.

Old Business:

- Helen Tomczuk motioned to accept the evergreen Park Public Library Annual Financial Report for the year ended December 31, 2016. The motion was seconded by Deborah Pearson. The motion passed unanimously.
- Nicki Seidl informed the board of the resolution of the Activity Room flooring replacement.

New Business:

- Nicki distributed the Roof Budget Report prepared by Engberg Anderson Architects and the Roof Condition Evaluation prepared by Illinois Roof consulting Associates for review.
- Helen Tomczuk motioned to approve the proposal from Heritage Technology Solutions, 13600 S. Kenton Avenue, Crestwood, IL 60445 for expansion of current security system at a cost of \$3,258.

There being no further business to discuss, Helen Tomczuk motioned and Elizabeth Topa seconded to adjourn the meeting at 8:29 pm. The motion passed unanimously. The next regular meeting of the Evergreen Park Public Library Board of Trustees will be July 12, 2017 at 7:00 pm.

Respectfully submitted,



Helen Tomczuk, Secretary