

**Minutes of the Evergreen Park Public Library
Board of Trustees
Regular Meeting
Wednesday September 13, 2017
7:00 pm- Library Lower Level**

1. The meeting was called to order at 8:00 pm by President Kim Shine. The following trustees were present: Tina Ward (Secretary), Virginia Chandler (Vice President), Elizabeth Topa (Treasurer). Library Director Nicki Seidl was also present. Trustees Deborah Pearson and Helen Tomczuk were absent with prior notification.
2. President Kim Shine led us all in the Pledge of Allegiance.
3. Jack Cook, principal owner of Cook & Kocher, presented a proposal for our 2017/2018 property and liability insurance policies.
4. Virginia Chandler moved to approve the Minutes of the Regular Board Meeting of August 9, 2017 with correction on item #7, where it states see #2, it should read see #3; seconded by Elizabeth Topa. The motion passed.
5. The **Treasurer's Report** was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for August 2017. Tina Ward made a motion to accept the Treasurer's report for audit, seconded by Virginia Chandler. The motion carried unanimously. The Board reviewed the list of checks submitted for payment for September 2107. Virginia Chandler made a motion to accept the list of checks; Tina Ward seconded the motion; the motion passed unanimously.
6. **Public Participation:** See #3 for presentation. Evergreen Park resident Tim Scanlon was present.
7. **Librarians Report:** Nicki Seidl presented the librarian's report in written format. The annual gigantic book sale raised a record \$3,195, due to the herculean efforts of coordinator Mary Kay Fahey and volunteer Ruth Urbanczk. Suzie Dahlke-Beard began as part-time Youth Services Assistant. Technology assistants Samantha Aalders and Christina Brown will be hosting "Girls Who Code" on Saturdays from November-March. Murphy & Miller serviced rooftop units 1 and 4 as the Activity Room and Children's Program Room were not being cooled. The service person cautioned that the units may need replacement in 3-5 years. There is a delay with State Department on the library becoming a passport acceptance facility. Hopefully this will move forward. The library is in the process of long range capital planning for the future. A grant application was submitted to the Dart Foundation, and a \$500 donation was received from Kohl's.
8. **Old Business:**
 - Elizabeth Topa made a motion to approve the FY2018 pay grade assignments and FY2018 salary schedule; Virginia Chandler seconded the motion, the motion passed unanimously.
 - Virginia Chandler moved to approve the FY2018 income and expense budget; Elizabeth Topa seconded the motion; the motion passed.

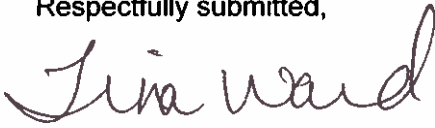
- Elizabeth Topa made a motion to approve the FY2018 levy request in the amount of \$1,154,225.00; Tina Ward seconded the motion; the motion passed.

10. **New Business:**

- Virginia Chandler moved to approve the closing of the library on December 8, 2017 for staff in-service; Tina Ward seconded the motion; the motion passed unanimously.
- A committee was formed to interview new trustees to fill the vacancy left by former trustee Tom Knox. The committee is comprised of Kim Shine, Virginia Chandler and Elizabeth Topa.

11. There being no further business, Elizabeth Topa motioned to adjourn, seconded by Virginia Chander. The motion passed unanimously and the meeting adjourned at 8:45 pm. The next regular meeting of the Evergreen Park Public Library Board of Trustees will be Wednesday, October 11, at 7:00 pm.

Respectfully submitted,

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

Tina Ward
Secretary EPPL