

**MINUTES OF THE EVERGREEN PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
Wednesday, May 11, 2011
7:00 PM Library Lower Level**

1. Secretary Kim Shine called the meeting to order at 7:28. Present were Trustee Deborah Pearson, Trustee Ruth Hansen, Trustee Ruth McDonald, Treasurer Elizabeth Topa, Vice President Eugene Tabour, Trustee Jake Welsh, and Library Director Nicki Seidl.

2. Deborah Pearson motioned to approve the Minutes of the Regular Meeting of March 9, 2011. Jake Welsh seconded the motion and the motion passed unanimously.

3. The Treasurer's Report was presented by Nicki Seidl. A motion was presented by Eugene Tabour and was seconded by Ruth Hansen to file the Treasurer's report for audit. Ruth Hansen motioned and was seconded by Jake Welsh to approve the list of bills payable for April 2011. Ruth McDonald motioned and was seconded by Jake Welsh to approve the list of checks for May 2011 for the payment of bills. All motions made during the Treasurer's Report passed unanimously.

4. Public Participation:

5. Librarian's Report:

- Author Steve Berry will be coming to our library on May 26. Author Karin Slaughter is coming on June 23.
- July 17-Garden Walk
- September 24-Scrabble Tournament fundraiser for the Foundation. Doors will open at 6:00 pm.
- Advertising for teachers for the Teacher in the Library program. Applications due May 20.
- In August High Schoolers will be able to work off their book fines by helping with our annual book sale.
- Nicki will be dining with Lions this week...from the Lion's Club that is.
- The Autism Speaks grant was submitted, a partnership between District 124, SERVE, and the library.
- Public Art project with artist Chris Zonta in the form of two mosaic benches begins July 6. Participants must be 12 years old to adult to participate. Evergreen resident Brendan McGinley has graciously donated materials for this project.
- Digital sign quote of \$38,000. Nicki will continue looking for an appealing sign when our "pretend money" turns real.
- Trustees were encouraged to participate in an on-line class regarding the Open Meetings Act at www.Illinoisattorneygeneral.gov.
- Discussion about how to grow money in the foundation account took place. To be continued.
- **Technology**
 - ✓ -Chicago Tribune on-line has changed vendors. Our subscription bill for the year was just paid in January to the previous vendor. News Bank agreed to refund \$3000 for portion of unused subscription.

- ✓ Received "Teacher in the Library" grant from Archer Daniels Midland/ADM Cares, facilitated by Dennis Smith and Kurt Johnson to the tune of \$10,000! THANK YOU!
- ✓ Our server is too small to handle increased computer/wifi use. A new server will cost \$1,800. It has been written into the DCEO grant, but we will need to wait until June to hear if the grant has been funded.
- **Building-**
 - ✓ Basement leak has been uncovered and repair is scheduled by the end of the month through Perma-Seal.
 - ✓ Two roof-top units were affected by a failed compressor (which is under warrantee) however labor, cleaning costs etc. totaled \$1873.00.
 - ✓ Next year's budget will need to include monies to reseal the parking lot (\$2,400).
 - ✓ Carpet cleaning for high traffic areas is being considered .
 - ✓ Window cleaners will be coming soon.
 - ✓ The first payment of \$100.00 in restitution for door damage was recovered. Expectations are for the payment to continue for 11 months.
 - ✓ Ash trees have been cut down and will be replaced with bald cypress trees.
- **Staff-**
 - ✓ Sammy Powers has completed her internship and will be missed. Partial salary reimbursement is forthcoming from St. Xaivers.
 - ✓ Congratulations to Sheamus D., Kelly R. and Jim L. our graduates! We are very proud of your accomplishments!
 - ✓ Sadly we are losing Jim Kingsley, our library monitor. Incident reports were significantly reduced during his tenure. Our appreciation for his expertise and a job well done are to be conveyed.
 - ✓

6. Old Business:
None

7. New Business:

- Deborah Pearson motioned to approve the Evergreen Park Public Library Identity Protection Policy, Jake Welsh seconded the motion.
- Deborah Pearson motioned to accept the audit engagement letter from O'Neill & Gaspardo, LLC for years ended December 31, 2010, 2011, and 2012. A second was declared by Ruth McDonald.
- A motion by Elizabeth Topa asked for approval of an Intergovernmental Agreement between Evergreen Park Public Library and SWAN for providing electronic database services, specifically for the Proquest database services. Deborah Pearson agreed through a second to the motion.
- Deborah Pearson asked for the acceptance of the 2010/2011 Illinois Public Library Annual Report for submittal to the Illinois State Library in the form of a motion, Elizabeth Topa seconded.
- Nicki Seidl asked permission of the President to add an agenda item as follows: for approval of an Intergovernmental Agreement between Evergreen Park Public Library and SWAN for providing electronic database services. The motion was stated by Jake Welsh and seconded by Ruth McDonald.
- Jake Welsh motioned to approve the 2011 Annual Resolution Authorizing Public Library non-resident cards, seconded by Elizabeth Topa.

- Permission was obtained to issue RFP for library web site redesign through a motion by Elizabeth Topa and seconded by Ruth McDonald.
- Eugene Tabour motioned to close the library on Friday, September 2 for Staff in-service and was seconded by Elizabeth Topa.
- All motions presented under New Business passed unanimously.

8. Adjournment:

At 9:18 a motion to adjourn was presented by Trustee Elizabeth Topa and seconded by Trustee Jake Welsh. This suggestion was unanimously agreed to, especially by Kim Shine who had trouble keeping the minutes straight. The next month's regularly scheduled meeting will take place June 8, 2011, at 7:00.

Respectfully Submitted,



Kim Hamilton Shine
Secretary, Evergreen Park Library Board