

**MINUTES OF THE EVERGREEN PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
Wednesday, April 19, 2012
7:00 PM Library Lower Level**

1. President Kim Shine called the meeting to order at 7:12 p.m. Also present were Vice President Jake Welsh, Treasurer Elizabeth Topa, Secretary Ruth Hansen, Trustee Ruth McDonald, and Library Director Nicki Seidl. Trustees Deborah Pearson and Tina Ward were absent with notification.
2. Elizabeth Topa moved to approve the Minutes of the Ad-Hoc Candidate Interview Committee Meeting of February 4, 2012 seconded by Kim Shine. This motion passed unanimously.
3. Elizabeth Topa moved to approve the Minutes of the Regular Meeting of February 8, 2012 seconded by Jake Welsh. This motion also passed unanimously.
4. The Treasurer's Report was presented by Nicki Seidl. Furthering previous discussions in favor of moving a portion of funds into reserves to save for deferred maintenance issues, the Board reviewed finances and requested a resolution for action at the May meeting. A motion to accept the Treasurer's Report for audit was presented by Ruth McDonald and was seconded by Ruth Hansen, and passed unanimously. The Board then reviewed the lists of checks for March and April for the payment of bills. Ruth McDonald moved to accept the list of checks for March as presented; Jake Welsh seconded the motion. Ruth Hansen moved to accept the list of checks for April as presented; Ruth McDonald seconded the motion. Both passed unanimously.
5. **Public Participation:**
There was none.
6. **Librarian's Report:**
 - **Personnel:** Nicki is in the process of reviewing the job descriptions of several positions in the library with respect to making best use of our human resources in meeting the needs of library patrons and the residents of Evergreen Park. Among these, the Board discussed specific function of a School Liaison consistent with the Library's mission, the desired role of the Library Monitor in maintaining a positive environment after school, and the possibility of a dedicated position for acquisitions.
 - **Facilities:** Staff members Nicki Seidl, Linda McKeown, Bob Gunter, Laura Meyer, Jim Litak , and dedicated Garden Club volunteers spread compost on the library's landscaping. Repairs are scheduled for one of the rooftop air conditioning units and for the upholstery in the teen booth area, and fire extinguishers will be recharged as part of six year maintenance. Librarians have been tasked with spring cleaning for their areas. Staff reviewed pricing quotes and references for several cleaning

- Library Director Nicki Seidl asked for Board approval to purchase and install PC Reservation public computer management system and a simple scan station. After discussion of the merits of the system and competing options, Jake Welsh motioned for approval of the purchase, seconded by Ruth McDonald. The motion passed unanimously.
- A new Video Game Collection Development Policy was presented for discussion and action by the Board. Discussion raised several questions about possible situations. Although the board was generally in favor of the concept, the policy was remanded to staff for revision and presentation at a later meeting.
- Ruth Hansen announced that her final meeting as an EPPL Trustee will be July 11. She will be stepping down to attend graduate school

9. Adjournment:

At 9:32 p.m. a motion to adjourn was presented by Ruth McDonald and seconded by Elizabeth Topa. The motion passed unanimously. The next month's regularly scheduled meeting will take place May 9, 2012, at 7:00.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read 'Ruth Hansen', with a long horizontal line extending to the right.

Ruth Hansen
Secretary, Evergreen Park Library Board