

**MINUTES OF THE EVERGREEN PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
Wednesday, August 8, 2012  
7:00 PM Library Lower Level**

---

President Kim Shine called the meeting to order at 7:04 pm. Present were Vice President Jake Welsh, Treasurer Elizabeth Topa, Trustee Ruth McDonald, and Trustee Tina Ward. Also present was Library Director Nicki Seidl. Trustee Deborah Pearson was absent with notification.

President Kim Shine requested to add the following agenda item under New Business:

“Approval to lend power of attorney to Talx UC Express as the Evergreen Park Public Library’s unemployment representative”

The request was unanimously accepted and the agenda was adopted as amended.

Jake Welsh moved to approve the Minutes of the Regular Meeting of July 11, 2012 seconded by Tina Ward. The motion passed unanimously.

The Treasurer’s Report was presented by Nicki Seidl. Nicki gave an overview of the structure and content of the library funds. A motion to accept the Treasurer’s Report for audit was presented by Ruth McDonald and was seconded by Jake Welsh, and passed unanimously. The Board then reviewed the lists of checks for the payment of bills for August. Tina Ward moved to accept the list of checks for August as presented; Ruth McDonald seconded the motion, which passed unanimously.

Public Participation: There was none.

Librarian’s Report:

**Personnel:** Jenna Harte started in Youth Services on August 2. Joe Miller was hired as the Library Monitor and will begin on August 23. Vern Estes from District 124 will work for two weeks under a professional services agreement starting on August 23. Nicki is interviewing candidates for the Merchandiser position.

**Facilities:** The library was inspected by the building inspector of Evergreen Park, resulting in three minor violations which will be corrected by September 6. An electrical outlet was installed on the south wall of the meeting room so that the AV outlet can be repositioned there. Imperial Cleaning Services power washed the front porch which turned out well. The storm on July 19 left the library without power. A power surge when electricity returned damaged the security system and alarm panel, which had to be repaired. A claim will be filed with ComEd.

**Technology:** The Merlin Magnifier was installed and the Mimio Board was installed in the Conference room. The McCann Group is in the process of installing new PCs, purchased with Digital Divide grant funds, at the public service desks. TBS is returning next week for additional staff training on PC Reservation. The Library is negotiating a photocopier and printer contract with Martin Whalen which will result in savings of \$400/month.

**Other:** Nicki will meet with Anders Dahlgren of Library Planning Associates and Joe Huberty of Engberg Anderson on August 29 to begin outlining a strategic and space planning process. The EPPL Foundation is sponsoring an Oktoberfest beer and wine tasting on September 22 to benefit library programs. It will be fun!

Old Business:

Jake Welsh motioned, and Elizabeth Topa seconded to approve the transfer of Reserve and Working Cash fund balances from the Illinois Funds to the Illinois Metropolitan Investment Fund. The motion passed unanimously.

New Business:

Elizabeth Topa motioned, and Tina Ward seconded to approve lending power of attorney to Talx UC Express as the Evergreen Park Public Library's unemployment representative. The motion passed unanimously.

Adjournment:

At 8:30 p.m. Jake Welsh presented a motion to adjourn, seconded by Tina Ward, which passed unanimously. The next month's regularly scheduled meeting will take place September 12 at 7:00. State Representative Kelly Burke will be attending.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Nicki Seidl".

Nicki Seidl  
Secretary, Pro-Tem