

**MINUTES OF THE EVERGREEN PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
Wednesday, January 11, 2012  
7:00 PM Library Lower Level**

---

1. President Kim Shine called the meeting to order at 7:14 pm. Present were Treasurer Elizabeth Topa, Trustee Ruth McDonald, and Trustee Deborah Pearson. Also present was Library Director Nicki Seidl.
2. Deborah Pearson moved to approve the Minutes of the Library Investments Committee meeting of December 14, 2011, seconded by Elizabeth Topa. The motion passed unanimously.
3. Deborah Pearson moved to approve the Minutes of the Regular Meeting of December 14, 2011, seconded by Ruth McDonald. The motion passed unanimously.
4. The Treasurer's Report was presented by Nicki Seidl. A motion was presented by Ruth McDonald, seconded by Deborah Pearson to accept the Treasurer's Report for audit. The Board reviewed the list of checks for January 2012 for the payment of bills. Ruth McDonald moved to accept the list of checks as presented, Deborah Pearson seconded the motion. Both motions passed unanimously.
5. **Public Participation:** There was none.
6. **Librarian's Report:**
  - Saint Xavier University intern Sarah Kristufek's last day was December 28. Reference department staff member Kerrie Stone will substitute in the Youth Services department until Anna Wasanaar returns from maternity leave on February 1.
  - Further cutbacks in hours at Chicago Public Library branches have increased the demand on Evergreen Park Public Library computers and study rooms. Kim Shine suggested using computer lab laptops for peak times. Library Board members felt that only Evergreen Park residents should be allowed to reserve study rooms; all others could use the rooms on a walk-up basis.
  - Nicki Seidl will be in Springfield February 22 /23 to review Construction grants and in Philadelphia March 13-16 for the Public Library Association conference.
  - The Green Infrastructure grant for a permeable parking lot and cistern was written with the assistance of the Conservation Design Forum and submitted to the Illinois EPA.
  - Nicki submitted the DCEO grant survey for \$25,000: \$5,000 to install conduit for an eventual upgrade to a fiber optic Internet connection, and \$20,000 for the cistern related to the Green Infrastructure grant.
  - Deborah Pearson commented that the thank you tea for the Evergreen Park Library Foundation members at the Pickwick Society Tea Room in Frankfort was a rousing success.
  - 2011 circulation was 198,603 items, a 6% increase over 2010.

7. **Old Business:**

Ruth McDonald motioned to approve the revised Board Policy for Capital Items. Elizabeth Topa seconded the motion. The motion passed unanimously.

8. **New Business:**

- Elizabeth Topa motioned to approve proposed additions to the Evergreen Park Public Library Sick Leave Policy, seconded by Kim Shine. The motion passed unanimously.
- Deborah Pearson motioned to approve the Virtual Services Coordinator Job Description, seconded by Elizabeth Topa. The motion passed unanimously.
- Deborah Pearson motioned to approve the Intergovernmental Agreement for Providing Electronic Database Services for the Chicago Tribune, seconded by Elizabeth Topa. The motion passed unanimously.
- Nicki Seidl distributed information regarding mandatory electronic Open Meetings Act training which must be completed by each Board member by December 31, 2012. The website is <http://foia.ilattorneygeneral.net/default.aspx>
- Nicki Seidl reminded Board members of the Heming-a-way fundraiser on Saturday, January 28.

9. **Adjournment:**

At 8:17 pm a motion to adjourn was presented by Elizabeth Topa and seconded by Deborah Pearson. The motion passed unanimously. The next month's regularly scheduled meeting will take place on February 8, 2012, at 7:00 pm.

Respectfully submitted,



Nicki Seidl, Secretary Pro-Tem