

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

1. President Kim Shine called the meeting to order at 7:20 pm. Present were Vice President Jake Welsh, Secretary Ruth Hansen, and Trustee Deborah Pearson. Treasurer Elizabeth Topa, Trustee Ruth McDonald, and Trustee Tina Ward were absent with notification. Also present was Library Director Nicki Seidl.
2. Ruth Hansen moved to approve the Minutes of the Regular Meeting of June 13, 2012, seconded by Deborah Pearson. The motion passed unanimously.
3. The Treasurer's Report was presented by Nicki Seidl. A motion was presented by Ruth Hansen, seconded by Jake Welsh, to accept the Treasurer's Report for audit. The Board reviewed the list of checks for July 2012 for the payment of bills. Jake Welsh moved to accept the list of checks as presented, Ruth Hansen seconded the motion. Both motions passed unanimously.
4. **Public Participation:** Kate Bradley and Maureen Bradley, Evergreen Park residents, complimented the quality of the program presenters at the library.
5. **Librarian's Report:**
 - Nicki Seidl is currently interviewing for the Library Monitor position. The library is accepting applications for the position of Merchandiser through the end of July.
 - There are 413 children registered for the summer reading program, and 100 teen volunteers.
 - The migration from SAM public computer management software to PC Reservation is complete. The public fax/scanner has been installed. There will be no charge for scanning; faxes will cost \$1 per page.
 - The library received an "Eliminating the Digital Divide" grant (\$52,572) from the Department of Commerce and Economic Opportunity to provide technology and job skills training to the community.
 - The self check station is relocated next to the Circulation desk. Signage will be moved shortly.
 - Nicki briefly demonstrated the library's redesigned web site, which will be launched this month. Library board members commended the library staff, in particular Mary Deering and Julie Keaty, for their exceptional contributions in design and content.
 - The Mimeo whiteboard jointly funded through a donation from Standard Bank and the Evergreen Park Public Library Foundation has been ordered and will be installed on July 26.
 - The Merlin Magnifier, jointly funded through a donation from the John and Marilyn Brazzale Memorial Fund through the Lions Club of Evergreen Park, has been ordered. The library will present a program with the organization, Oasis for the Blind, on making life more livable for the visually handicapped on Saturday, September 29 to introduce the magnifier to the community.
 - Advent Systems repaired a VGA connector in the meeting room so computers can connect to the overhead projector.

- Murphy and Miller advised that a refund of \$1,368 representing the labor costs to repair rooftop unit #2 will be forthcoming from Carrier.
- A bee's nest in one of the rooftop units caused rainwater to back-up resulting in a leak over the textbook shelving in the Youth Service department. Murphy and Miller removed the nest, and Imperial Cleaning Services vacuumed up the water on the carpet.
- Imperial Cleaning Services will powerwash the concrete on the front porch.
- The Garden Walk will be held on Sunday, July 15.

6. Old Business:

Library Board members reviewed Chap. 9, "Programming" of *Serving Our Public 2.0: Standards for Illinois Public Libraries* and 75 ILCS 10/8 "State Grants" and 10/8.1 "Eligibility for Grants" of *Illinois Library Law and Rules* as part of the FY2013 Public Library Per Capita Grant requirements.

7. New Business:

- Library Board members reviewed a list of supplemental taxes with the objective of identifying potential supplemental tax funding as part of the FY2013 Public Library Per Capita Grant requirements.
- Library Board members reviewed the Evergreen Park Public Library Investment of Public Funds Policy. Under the section labeled "Conflicts of Interest" Ruth Hansen asked if it should read that officers and employees are required to disclose business activities that might conflict with management of the library's investment program. Board members directed Nicki to review the library's ethics ordinance to see if the language is covered under that policy.
- Ruth Hansen motioned to approve Resolution 2012-4, "Resolution to Transfer Unexpended Balances of Proceeds Received from Taxes to the Library Special Reserve Fund", seconded by Jake Welsh. The motion passed unanimously.
- Deborah Pearson motioned to approve the Illinet/OCLC Program Renewal for FY2013, seconded by Jake Welsh. The motion passed unanimously.
- Jake Welsh motioned to approve to close the library on Friday, August 24, for a staff in-service day, seconded by Deborah Pearson. The motion passed unanimously.
- Secretary Ruth Hansen is leaving the Library Board to pursue doctoral studies. It is with genuine regret that the Library Board accepts her resignation, effective July 12, 2012, with best wishes for her success and sincere thanks for her many contributions during her three years of tenure on the board.

8. Adjournment:

At 8:55 pm a motion to adjourn was presented by Ruth Hansen and seconded by Deborah Pearson. The motion passed unanimously. The next month's regularly scheduled meeting will take place on August 8 at 7:00 pm.

Respectfully submitted,



Nicki Seidl, Secretary Pro-Tem