

**MINUTES OF THE EVERGREEN PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
Wednesday, May 9, 2012  
7:00 PM Library Lower Level**

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1. Vice President Jake Welsh called the meeting to order at 7:09 p.m. Present were Treasurer Elizabeth Topa, Secretary Ruth Hansen, Trustee Deborah Pearson, Trustee Tina Ward, and Library Director Nicki Seidl. President Kim Shine and Trustee Ruth McDonald were absent with notification.
2. Ruth Hansen presided over the swearing in of Library Board Trustee Tina Ward.
3. Elizabeth Topa moved to approve the Minutes of the Regular Meeting of April 19, 2012 seconded by Deborah Pearson. The motion passed unanimously.
4. 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 Elizabeth Topa and was seconded by Ruth Hansen, and passed unanimously. The Board then reviewed the lists of checks for the payment of bills for May. Tina Ward moved to accept the list of checks for May as presented; Deborah Pearson seconded the motion, which passed unanimously.

**5. Public Participation:** There was none.

**6. Librarian's Report:**

- **Personnel:** Nicki continues to review library job descriptions. She shared the evolving discussion of a School Liaison position. As part of ongoing position review, she is considering adjusting the current positions responsible for reshelving books to include a focus on following public trends and creating displays responsive to these. Small legal fees were incurred this month for consulting on a personnel matter, which was quickly resolved.
- **Facilities:** Murphy & Miller made repairs to the rooftop air conditioning unit; they are pursuing possible warranty coverage for the unit on our behalf. Once again, there was water in the meeting room after the last big storm. The situation is being monitored. Fire extinguishers have been recharged and are all up to date.
- **Technology:** The library is purchasing a Merlin magnifier at a cost of \$2600, funded in part by a gift of \$1500 from the Lions Club. This will be publicized at a subsequent event on the topic of resources for the vision impaired, on which we intend to collaborate with Lighthouse for the Blind. The library is also purchasing a mimeo white board at a cost of \$3300, for which the library is seeking a local donation, which will allow SMART board functionality in any room with a white board, increasing our ability to be responsive to the meeting needs of the community.

In July EPPL will start a new database subscription package that will make several periodicals available online, including *Consumer Reports*.

- The discussion on encouraging elementary and junior high students to obtain library cards continues. The current thinking is to include card registration and internet waiver forms in school registration packets, hold fine amnesty days concurrent with school registration days, and publicize the availability of library cards for teachers.
- Nicki met with EP resident Keith Kobelt, who volunteered his expertise on using social media to market EPPL opportunities.
- The EPPL Foundation is sponsoring an Oktoberfest on September 22 to benefit library programs. It will be fun!

**7. Old Business:**

The Board reviewed a revised draft of a new Video Game Collection Development Policy. Elizabeth Topa made a motion for approval, seconded by Deborah Pearson. The Board unanimously voted approval of the policy.

**8. New Business:**

- Furthering ongoing discussion, the Board approved Resolution number 2012-3, "Resolution to Transfer the Unexpended Balances of Proceeds Received from Taxes to the Library Special Reserve Fund." A motion to approve the Resolution was offered by Ruth Hansen and seconded by Tina Ward, and carried on a roll call vote of five in favor, none against, two absent.
- The Board discussed transfer of funds from the Illinois Funds to the Illinois Metropolitan Investment Fund. No transfer was made at this time.
- The Board reviewed the current Evergreen Park Public Library Family and Medical Leave of Absence Policy and changes suggested by Library Director Nicki Seidl that would make the Library's policy consistent with the Village's policy. After discussion on the benefits and potential costs of changing the policy, Ruth Hansen made a motion to accept the changes as suggested, with a second from Elizabeth Topa. The motion carried by a vote of four in favor, one opposed.

**9. Adjournment:**

At 9:02 p.m. Deborah Pearson presented a motion to adjourn, seconded by Tina Ward, which passed unanimously. The next month's regularly scheduled meeting will take place June 13, 2012, at 7:00.

Respectfully Submitted,



Ruth Hansen  
Secretary, Evergreen Park Library Board