

**MINUTES OF THE EVERGREEN PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
Wednesday, January 9, 2013  
7:00 PM Library Lower Level**

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1. President Kim Shine called the meeting to order at 7:16 p.m. Present were Vice-President Jake Welsh, Treasurer Elizabeth Topa, Secretary Tina Ward, Trustees Virginia Chandler, Ruth McDonald, and Library Director Nicki Seidl. Trustee Deborah Pearson was absent with prior notice.
2. Elizabeth Topa made a motion to approve the Minutes of the Regular Meeting of December 12, 2012 seconded by Jake Welsh. An error in the numbering sequence was noted. The motion passed.
3. The Treasurer's Report was presented by Nicki Seidl. With her assistance, the board reviewed a statement of the library's funds. Nicki reported that there is enough cash on hand to cover the library's expected expenditures until the first installment of property taxes due March 1. There was discussion about the December income statement. Ruth McDonald moved to accept the Treasurer's Report for audit, seconded by Virginia Chandler; the motion passed unanimously. The Board then reviewed the lists of checks for the payment of bills for January 2013. Tina Ward moved to accept the list of checks Ruth McDonald seconded the motion, and it was so moved without issue. Approval for the transfer balances of the Reserve Fund and the Working Cash from the Illinois Funds to the Illinois Metropolitan Investment Fund was postponed until further information can be gathered.
4. **Public Participation:** EP resident Steven Doran was present. He commended the staff at EPPL to the Library Board, with a special mention for Maureen Bieganski and the recently retired Sybil Garver for the GREAT job that they do consistently. He stated that if he ever had an issue with his account because of placing items in the drop box, these women take care of it immediately, without question. He also commended Chris Raap at the reference desk for the "tremendous" job she does. She routinely goes above and beyond to help him obtain materials. He then noted some issues with the self-check-out system and the new "hold" area.
5. **Librarian's Report:**  
The librarian's report was presented in written format.
  - **Personnel/Board:** The last meeting for trustees Ruth McDonald and Jack Welsh will be the April 10, 2013 meeting. The six-year term candidates for the April election are: Elizabeth Topa, Tina Ward, and Virginia Chandler. The two-year candidates are Helen Tomczak, Christopher Nugarus, and Cathy Savoy.
  - **Facility:** Replacement of the transformer and rooftop controller was done from Murphy & Miller in December. The thermostat on the fireplace had to be replaced AGAIN, Nicki is writing to Heat n' Glo questioning the frequent malfunctions and

she will be requesting a refund for the parts. Nicki discussed that she discovered that the \$25,000 from the construction grant might not be able to be used for consulting fees. If that is the case, she can use it on construction items over the past year which amount to almost \$23,000. She will look into this further.

▪ **Technology:** Current Technologies began servicing the library's technology in January. After talking with AT&T, the termination fee to cancel AT&T negated any savings switching to Call One at the moment. This will be revisited when the AT&T contract is up. Nicki did learn that it is possible to convert the wired fire alarm panel circuit to a wireless system, which will experience fewer issues and eliminate a \$114 change from AT&T. She contacted Micro-Eye on the recommendation of the EP Fire Department, and is awaiting a quote for the conversion.

▪ **Other:** This month the library will be celebrating *Adventures in Vonnegut* with a visit to the Holocaust Museum, a macrobiotic breakfast with Kate, a writing workshop for high school age students – adults with Kurt Vonnegut biographer, Charles Shields and a book discussion of *Slaughterhouse Five*. The library is trying a new service to obtain multiple copies of bestselling titles, with the goal of providing more copies of the books patrons want to read right now. Therefore, they will be using a new system of renting copies of the books with McNaughton. Once these rental copies no longer seem to be in demand, they will be sent back to McNaughton. The rental copies are available to EPPL patrons only.

**6. Old Business:** A big goose egg

**7. New Business:**

- Ruth McDonald made a motion to accept the Audit Engagement Letter from O'Neill & Gaspardo, LLC of Mokena to perform audit services for the year ended December 31, 2012 in the amount of \$6,100.00.

**8. Adjournment:** At 8:34 pm Elizabeth Topa moved to adjourn the meeting; seconded by Kim Shine, which passed unanimously. The next month's regularly scheduled meeting will take place February 13, 2013 at 7:00pm.

Respectfully submitted,



Tina Ward, PhD.  
Secretary, Evergreen Park Library Board