

**MINUTES OF THE EVERGREEN PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
Wednesday, November 12, 2014
7:00 PM, Library Lower Level**

1. President Kim Shine called the meeting to order at 7:10 pm. Present were Vice-President Virginia Chandler, Treasurer Elizabeth Topa, and Trustees Deborah Pearson, Kathy Savory, and Helen Tomczuk. Also present was Library Director Nicki Seidl. Secretary Tina Ward was absent with prior notification.
2. Deborah Pearson led the assembly in the Pledge of Allegiance.
3. Approval of the Minutes of the Regular Meeting of October 8, 2014 was postponed.
4. The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for the period ending October 31, 2014. Virginia Chandler motioned to accept the Treasurer's Report for audit, seconded by Kathy Savory. The motion passed unanimously. Nicki Seidl reported on a situation in which the Illinois Metropolitan Investment Fund invested in a repurchase agreement with First Farmers Financial that went into default in September. 2.8% of the library's balance in the Convenience Fund will be apportioned into a restricted account, until such time as FFF asset liquidations can be recovered. The situation will be monitored. An IMET representative will be requested to attend a subsequent board meeting should the situation remain unresolved. The Board reviewed the list of checks submitted for payment for November 2014. Helen Tomczuk motioned to approve the list of checks for payment of bills for August 2014, seconded by Virginia Chandler. The motioned passed unanimously.
5. Librarian's Report: Nicki Seidl presented a written report. Chris Raap celebrated 40 years of service in October. Mary Lou Walsh's retirement party is December 7. The staff Christmas party is December 14 in the library Reading Room. Laura Meyer, Kelly Zawislak and Donna Bailey are performing six after school enrichment sessions at Southwest School. Vacancies for a part-time Circulation Clerk and Tween/Teen Assistant will be posted, with a start date of January 5. Library staff will migrate to Office 365 in December. The annual sprinkler backflow test showed blockage in one of the valves, requiring the unit to be cleaned and flushed at a cost of \$799.25. The Metropolitan Water Reclamation District cannot approve the grant for the permeable paver project. An infestation of mice required intervention by Reasonable Exterminators.
6. Public Participation: Warren Johnson, an Evergreen Park resident from the 9600 block of Kedzie performed his due diligence as a citizen by attending a library board meeting. The Library Board is familiar with Warren through his philanthropic activities benefitting the library, for which he was once again gratefully acknowledged.
7. Old Business:
 - Nicki Seidl reviewed the schedule for pre-qualification and bid documents for the Evergreen Park reconfiguration project.
8. New Business

- Virginia Chandler motioned to set a special meeting of the Evergreen Park Public Library Board of Trustees for Monday, December 29, at 4:00 pm, for the purpose of approving the lowest bid for the Evergreen Park Public Library reconfiguration project. Elizabeth Topa seconded the motion, which passed unanimously.
 - Nicki Seidl distributed the proposed 2015 Holiday Schedule. After discussion, Helen Tomczuk motioned that July 3 be added to the schedule for 2015 only. Deborah Pearson seconded the motion, which passed unanimously.
9. Adjournment: There being no further business to discuss, Deborah Pearson motioned, and Elizabeth Topa seconded to adjourn the meeting. The motion passed unanimously and the meeting adjourned at 8:05 pm. The next regular meeting of the Evergreen Park Public Library Board will be Wednesday, December 10, at 7:00 pm.

Respectfully submitted,

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

Nicki Seidl, Secretary Pro-Tem