

Minutes of the Evergreen Park Public Library  
Board of Trustees  
Regular Meeting  
Wednesday October 8, 2014  
7:00 pm- Library Lower Level

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1. President Kim Shine called the meeting to order at 7:05 pm. The following trustees were present: Virginia Chandler (Vice-President), Elizabeth Topa (Treasurer), Tina Ward (Secretary), Kathy Savory, and Helen Tomczuk. Library Director Nicki Seidl was also present. Trustee Deborah Pearson was absent with prior notification.
2. Shaun Kelly and Josie Vega of Engberg Anderson Architects presented to the board a review of the 2014/2015 construction project. Shaun reviewed with the board the various phases of construction, how the bid process will work, and when we can hope to begin construction. Josie reviewed the designs of the new space and explained the paint scheme and furniture choices.
3. Nathan Pasbrig of O'Neill & Gaspardo, LLC reviewed the annual financial report for year ended December 31, 2013 with the board. He stated that Linda McKweon does a fantastic job with the bookkeeping.
4. Helen Tomczuk made a motion to approve the minutes of the regular board meeting of September 10, 2014, Elizabeth Topa seconded the motion. The motion carried unanimously.
5. The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for September 2014. Virginia Chandler made a motion to accept the Treasurer's report for audit, seconded by Helen Tomczuk. The motion carried unanimously. The Board reviewed the list of checks submitted for payment for October 2014. Helen Tomczuk made a motion to approve the list of checks for payment of bills for October 2014, seconded by Kathy Savory; the motion passed.
6. Public Participation: Zippo
7. Librarians Report: Nicki Seidl presented the librarian's report in written format. A reminder that October 23, 2014 is Chris Rapp Day in honor of her 40 years of service to the library.
8. Old Business:
  - Virginia Chandler made a motion to approve the FY2015 Salary Schedule with an amendment to the Director's salary, Kathy Savory seconded the motion. The motion carried with 6 Ayes, 0 Nays, and 1 absent.
  - Elizabeth Topa moved to approve the FY2015 Income Budget, seconded by Helen Tomczuk; the motion was passed unanimously.
  - Virginia Chandler moved to approve the FY2015 Expense Budget, seconded by Elizabeth Topa; the motion carried.
  - Kathy Savory made a motion to approve the 2014/2015 Hanover Insurance Package, Umbrella, and Collection premium of \$12,260 as proposed by Cook and Kocher, seconded by Virginia Chandler. The motion passed unanimously.

- Tina Ward moved to approve the 2014/2015 Hanover Workers Compensation Insurance premium of \$2,189.00 as proposed by Cook and Kocher Insurance Group, 300 S. Northwest Highway, Park Ridge, IL 60068; seconded by Virginia Chandler. The motion carried.
9. New Business:
- Helen Tomczuk made a motion to approve the Bid Documents and Authorization for Engberg Anderson, inc., 320 E. Buffalo Street, Milwaukee, WI to, on the Library's behalf, publicly announce, pre-qualify bidders and bid the project to construct an activity room and renovate a staff work room for public computing at the Evergreen Park Public Library, pending legal review of documents. Virginia Chandler seconded the motion. The motion passed.
  - Helen Tomczuk moved to approve the Proposal Documents and Authorization for Engberg Anderson, Inc., 320 E. Buffalo Street, Milwaukee, WI to, on the Library's behalf, publicly request proposals for mechanical modifications and library furnishings portions of the project, pending legal review of documents. The motion was seconded by Kathy Savory. The motion passed.
  - Helen Tomczuk motioned to approve the snow removal contract from Don's Custom Landscaping, Inc., 9711 S. Troy, Evergreen Park, IL 60805 for \$90 per visit and \$100 per application of rock salt for parking areas. Virginia Chandler seconded the motion and the motion was passed.
  - Elizabeth Topa made a motion to approve the snow removal contract from Sertoma Centre, Inc., 4343 W. 123rd Street, Alsip 60803, for \$65 per service. Helen Tomczuk seconded the motion and the motion passed.
10. Adjournment: There being no further business to discuss, Kim Shine motioned and Elizabeth Topa seconded the motion to adjourn the meeting. The motion passed unanimously and the meeting adjourned at 9:10 pm. The next regular meeting of the Evergreen Park Public Library Board will be Wednesday November 12, 2014, at 7:00pm.

Respectfully submitted,



Tina Ward  
Secretary EPPL