

**Minutes of the Evergreen Park Public Library
Board of Trustees
Regular Meeting
Wednesday, November 9, 2016
7:00 pm • Library Lower Level**

The meeting was called to order at 7:15 pm by President Kim Shine. The following trustees were present: Vice President Virginia Chandler, Treasurer Elizabeth Topa, Trustee Thomas Knox, Trustee Deborah Pearson, and Trustee Tina Ward. Secretary Helen Tomczuk was absent with prior notification. Library Director Nicki Seidl was also present.

President Kim Shine led the assembly in the Pledge of Allegiance.

Elizabeth Topa motioned to approve the Minutes of the Regular Meeting of October 12, 2016 seconded by Thomas Knox. The motion passed unanimously.

The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for October, 2016. Virginia Chandler motioned to accept the Treasurer's report for audit, seconded by Thomas Knox. The motion passed unanimously. Nicki Seidl advised the Board that Illinois Metropolitan Investment Fund (IMET) correspondence reports that fraud recovery continues but that no further payments have been issued. The Board reviewed the list of checks submitted for payment for November 2016. Virginia Chandler motioned to approve the list of checks for payment of bills for November 2016, seconded by Tina Ward. The motion passed unanimously.

There was no public participation for this meeting.

Nicki Seidl presented the librarian's report in written format. Nicki met with Angala Iverson, the newly-hired Media Specialist for Evergreen Park ESD 124. Nicki Seidl, Mary Elzinga, and Kerrie Stone attended the Illinois Library Association Conference in Rosemont. Anna Wassenaar is working with the Evergreen Park Historical Commission to organize a photo exhibit commemorating the village's 125th anniversary in 2018. Mary Black is working with StoryCorps, St. Xavier University and area students on an oral history project. StoryCorps will bring their recording equipment in April and October 2017. Kingston Flooring will perform Relative Humidity tests in the Activity room to determine if the moisture issue is in an isolated location or throughout the room. Arcon will replace the sidewalk square in front of the handicap ramp as part of a larger Village project. The Live Clue: Mystery in the Library is Saturday, November 12.

Old Business:

- The Library Board reviewed Chapter 6, "Access," of *Serving Our Public 3.0: Standards for Illinois Public Libraries, 2014* as part of FY2017 Illinois Public Library Per Capita Grant requirements.
- The Library Board discussed how the Evergreen Park Public Library meets the needs of the community as a provider of educational programs and training opportunities as part of FY2017 Illinois Public Library Per Capita Grant requirements.

New Business:

- Elizabeth Topa motioned to approve the Employee Co-Insurance Premium Schedule effective January 1, 2017. The motion was seconded by Tina Ward, and passed unanimously.
- Nicki Seidl distributed the Travel Reimbursement Policy for review.

- Elizabeth Topa motioned to accept the proposal from Knutte & Associates, 7900 S Cass Avenue, Darien, IL 60561 for preparation of the audit and financial reports for years ended 2016, 2017, and 2018 for \$4,750, \$5,000, and \$5,250 respectively. Thomas Knox seconded the motion, and the motion passed unanimously. The Library Board thanked Nathan Pasbrig of O'Neill & Gaspardo, LLC for his past diligence in providing auditing services for the library.
- Deborah Pearson motioned to approve the 2017 Holiday Schedule, seconded by Elizabeth Topa. The motion passed unanimously.
- Thomas Knox motioned to approve the 2017 Annual Library Board of Trustees meeting ordinance, seconded by Virginia Chandler. The motion passed unanimously.
- Virginia Chandler motioned to cancel the regular meeting of December 14, 2016, seconded by Elizabeth Topa. The motion passed unanimously.

President Kim Shine thanked Patty Knox for the delicious homemade chocolate cake. There being no further business to discuss, Elizabeth Topa motioned to adjourn the meeting at 8:17 pm, seconded by Thomas Knox. The motion passed unanimously. The next regular meeting of the Evergreen Park Public Library Board of Trustees will be January 11, 2017 at 7:00 pm.

Respectfully submitted,



Nicki Seidl, Secretary Pro-Tem