

**Minutes of the Evergreen Park Public Library
Board of Trustees
Regular Meeting
Wednesday, October 12, 2016
7:00 pm • Library Lower Level**

The meeting was called to order at 7:05 pm by President Kim Shine. The following trustees were present: Vice President Virginia Chandler, Treasurer Elizabeth Topa, Secretary Helen Tomczuk, Trustee Thomas Knox and Trustee Deborah Pearson. Trustee Tina Ward 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 September 14, 2016, seconded by Virginia Chandler. The motion passed unanimously.

The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for September, 2016. Helen Tomczuk motioned to accept the Treasurer's report for audit, seconded by Deborah Pearson. 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 October 2016. Virginia Chandler motioned to approve the list of checks for payment of bills for October 2016, seconded by Deborah Pearson. The motion passed unanimously.

Public Participation: None.

Nicki Seidl presented the librarian's report in written format. Evergreen Park Public Library is partnering with Evergreen Park ESD 124 on a community-wide reading of *A Long Way from Chicago* by Richard Peck in March 2017. Circulation Clerk Tiffany Nelson resigned. Jessica Gradolf received a Master's in Library Science. The Library is working with the Evergreen Park Historical Commission on a photo exhibit commemorating the village's 125th anniversary in 2018. The Library is working with StoryCorps, St. Xavier University and students on an oral history project for spring 2017. A new server was installed. Engberg Anderson Architects, RL Sohol, and Kingston Flooring are working to resolve bubbling issues in the resilient flooring in the Activity Room. Arcon Concrete will replace the sidewalk square in front of the handicap ramp to eliminate a 1 ½ inch difference. Three play tables were received from Niedorezo Design Group. Serenity Family Outreach donated funds to purchase resource books for families confronting substance abuse and addiction. The Live Clue Mystery Game fundraiser is Saturday, November 12.

Old Business:

- Elizabeth Topa motioned to approve the Educator Library Card Policy, seconded by Virginia Chandler. The motion passed unanimously.
- Helen Tomczuk motioned to approve the Policy on Confidentiality of Library Records and Procedures for Law Enforcement Visits, seconded by Deborah Pearson. The motion passed unanimously.

New Business:

- Elizabeth Topa motioned to approve the 2016 Annual Resolution Authorizing Public Library Non-Resident Cards, seconded by Elizabeth Topa. The motion passed unanimously by roll call vote, 6 yes, 0 no, 1 absent.
- Helen Tomczuk motioned to approve Resolution 2016-1, "Resolution Approving Transfer from General Fund to Library Capital Projects Fund", seconded by Virginia Chandler. The motion passed unanimously by roll call vote, 6 yes, 0 no, 1 absent.
- Helen Tomczuk motioned to close the library at 3 pm on Saturday, November 12 for the Clue Murder Mystery fundraiser, seconded by Virginia Chandler. The motion passed unanimously.
- The board is to review Chapter 6, "Access," of *Serving Our Public 3.0: Standards for Illinois Public Libraries, 2014* as per 2017 Illinois Public Library Per Capita Grant requirements.

There being no further business to discuss, Elizabeth Topa motioned and Helen Tomczuk seconded to adjourn the meeting at 8:10 pm. The motion passed unanimously. The next regular meeting of the Evergreen Park Public Library Board of Trustees will be November 9, 2016 at 7:00 pm.

Respectfully submitted,



Helen Tomczuk, Secretary