



ELK GROVE VILLAGE PUBLIC LIBRARY

**BOARD OF TRUSTEES
of the
ELK GROVE VILLAGE PUBLIC LIBRARY**
Minutes of the Regular Annual Meeting
Tuesday, May 2, 2023

President JoAnn Shafar called the meeting to order at 7:00 pm.

Trustees present: Bruce Barnett, Lee Maternowski, Eileen Valentino, and Mary Vitale. Also present were Library Director Debra Nelson, Business Manager Michael Mangini, Administrative Assistant Jennifer Snyder, and Network Administrator Josh Fulkerson. Department Heads: Adult Services Lizzy Klinnert, Building & Security Rick Avalos, Circulation Services Richy Sandberg, and Technical Services Nichole Kelley. Also in attendance: Renee Weiland.

MINUTES APPROVED

Trustee Maternowski moved, seconded by Trustee Valentino, that the Board approve the minutes of the Regular Session Meeting held April 11, 2023.

AYES: Barnett, Maternowski, Shafar, Valentino, Vitale
NAYS: None

ELECTION OF OFFICERS

President Shafar nominated Bruce Barnett as President and Lee Maternowski as Secretary for the 2023-24 fiscal year. No other nominations were suggested.

Bruce Barnett as President:

AYES: Maternowski, Shafar, Valentino, Vitale
NAYS: None

Trustee Barnett voted “present”

Lee Maternowski as Secretary:

AYES: Barnett, Shafar, Valentino, Vitale

NAYS: None

Trustee Maternowski voted “present”

Trustee Shafar thanked the Board and staff for having her as Board President.

AGENDA REVIEW

No additions were made to the agenda

COMMUNICATIONS

The Board reviewed the communications

AUDIENCE TO VISITORS (Public Comment)

None

FINANCIAL REPORT **ACCOUNTS PAYABLE SCHEDULE**

Clarifications:

1. Accurate Employment Screening – background checks
2. Zones – license renewal for Adobe software
3. Murphy & Miller: repairs in Richy’s office – the insurance company reimbursed the Library for this payment

President Barnett mentioned that 50% of the warrant is for the skylight repair project.

Trustee Shafar moved, seconded by Secretary Maternowski, that the Board approve the Accounts Payable Schedule dated May 2, 2023 in the amount of \$386,057.70.

AYES: Barnett, Maternowski, Shafar, Valentino, Vitale

NAYS: None

REPORT ON BOARD COMMITTEES

BUILDING & GROUNDS

The repair work in Richy's office is ongoing

PERSONNEL

No report

POLICY

Secretary Maternowski and Trustee Shafar are still reviewing the policy section in the policy manual.

LEGAL AND FINANCE

No report

COMMUNITY RELATIONS

The Friends are expecting to raise about \$10,000 in lobby sales this year. The video games are very popular.

Adult Services staff have started weeding more in response to Collection HQ's results. Classic and original titles will never be removed from the collection. The books that have deteriorated over time will just be replaced with a new one.

COMMITTEE APPOINTMENT

Additions to committees:

Building & Grounds: Weiland
Personnel: Barnett, Valentino
Policy: Barnett
Community Relations: Barnett, Weiland

Removed from committees:

Community Relations: Valentino

REPORT FROM LIBRARY DIRECTOR AND DEPARTMENT HEADS

Nancy Broten-Munson did a wonderful job coordinating this year's Earth Fair. The furniture for the wellness room arrived. Staff are preparing for summer events.

The ALA Conference will be in Chicago June 22-27. Let Jennifer know if you would like to attend.

PENDING BUSINESS

No pending business

NEW BUSINESS

1. Resolution LB050223 A Resolution designating signatories

WHEREAS, the Library Board of the Elk Grove Village Public Library has the authority to establish bank accounts in various financial institutions and authorize the expenditure of funds for the Elk Grove Village Public Library, Cook County, Illinois; and

WHEREAS, the Elk Grove Village Public Library Board's officers have changed at the start of the Library's fiscal year; and

WHEREAS, it is necessary to designate officials who are authorized to act as signatories on the Library's various bank and financial institution accounts.

NOW, THEREFORE BE IT RESOLVED BY THE LIBRARY BOARD OF THE ELK GROVE VILLAGE PUBLIC LIBRARY, COOK COUNTY, ILLINOIS, as follows:

SECTION 1: The above-stated "whereas" clauses are incorporated into the Resolution as though fully set forth herein.

SECTION 2: The following individuals shall be designated as being authorized signatories with the power to sign drafts, checks or other documents on behalf of the Elk Grove Village Public Library when so authorized by the Library Board:

Bruce Barnett, Library Board President
Christine Tromp, Elk Grove Village Treasurer

SECTION 3: In addition, Executive Director Debra Nelson and Business Manager Michael Mangini shall be authorized signatories for the Chase bank account # *****2758 (hereinafter "the Petty Cash Account"), which is used for petty cash and small expenditures. All Elk Grove Village Public Library checks shall require both the signatures of the Library Board President and Christine Tromp, except for the Petty Cash Account checks which shall only require the signatures of Debra Nelson or Michael Mangini. All of the above-named people shall only continue to have the authority to act as signatories while holding the offices or positions specified.

SECTION 4: A copy of this Resolution shall be delivered to each of the Library's various bank and financial institutions.

SECTION 5: If any section, paragraph, clause, or provision of this Resolution shall be invalid, the invalidity thereof shall not affect any other provisions of this Resolution.

SECTION 6: All Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 7: This Resolution shall be in full force and effect from after its passage, approval and publication as provided by law.

APPROVED by the Library Board of the Elk Grove Village Public Library this 2nd day of May, 2023.

AYES: Barnett, Maternowski, Shafar, Valentino, Vitale

NAYS: None

2. Early opening of the Library July 16th

Trustee Valentino moved, seconded by Trustee Shafar, that the Board approve to open the Library building at 12:00 pm on July 16th for Play, Picnic & Party.

On a voice vote, the motion was passed.

ADJOURN

Trustee Shafar moved, seconded by Trustee Valentino, that the Board exit the Regular Session Meeting.

On a voice vote, the motion was passed.

The meeting was adjourned at 7:40 pm.

Respectfully Submitted,
Lee Maternowski, Secretary

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