



ELK GROVE VILLAGE PUBLIC LIBRARY

**BOARD OF TRUSTEES
of the
ELK GROVE VILLAGE PUBLIC LIBRARY**
Minutes of the Regular Meeting
Tuesday, December 5, 2023

President Bruce Barnett called the meeting to order at 7:03 pm.

Trustees present: Isela Catania, Lee Maternowski, JoAnn Shafar, Eileen Valentino, and Renee Weiland. Absent: Mary Vitale. Also present were Library Director Debra Nelson, Business Manager Michael Mangini, Network Administrator Josh Fulkerson and Administrative Assistant Jennifer Snyder. Department Heads: Adult Services Lizzy Klinnert, Building & Security Rick Avalos, Circulation Services Richy Sandberg, IT Manager Joe Basso, and Youth Services Adelaide Rowe.

MINUTES APPROVED

1. Trustee Shafar moved, seconded by Trustee Valentino, that the Board approve the minutes of the Regular Session Meeting held November 7, 2023.

On a voice vote, the motion passed.

AGENDA REVIEW

Audience to Visitors was moved after Financial Report and Accounts Payable.

COMMUNICATIONS

The Board reviewed the communications.

FINANCIAL REPORT
ACCOUNTS PAYABLE SCHEDULE

Clarifications:

1. Empower Health Service: \$400 incentive to the employees with health insurance who participated in a health screening in October.
2. Innovative Information Services: 50% payment for the implementation of the Polaris software. The remaining payment will be made next fiscal year.
3. Schaumburg Township District Library: Payment for a damaged interlibrary loan item.

Trustee Shafar moved, seconded by Secretary Maternowski, that the Board approve the Accounts Payable Schedule dated December 5, 2023 in the amount of \$267,694.98.

AYES: Barnett, Catania, Maternowski, Shafar, Valentino, Weiland

NAYS: None

ABSENT: Vitale

AUDIENCE TO VISIORS

Dan Schreiber from Automated Logic provided information and answered questions regarding the proposal for a building automation system. The proposal has 2 phases with separate payments. He will send an additional proposal with the 2 payments combined and any discounts the Library can receive for paying the full amount.

Trustee Valentino moved, seconded by Trustee Weiland, that the Board table the vote on the proposal for next month's board meeting.

On a voice vote, the motion passed.

REPORT ON BOARD COMMITTEES

BUILDING & GROUNDS

David Frigo was in for a walk-through last week. Rick Avalos is searching for a candidate to fill the open part-time Security Monitor position.

PERSONNEL

No report

POLICY

Trustees Shafar and Maternowski requested an updated Personnel Policy that reflects any revisions to the AFSCME Agreement.

LEGAL AND FINANCE

No report

COMMUNITY RELATIONS

The Friends of the Library book sales are going well. The Friends will not have a board meeting in December.

They will be sponsoring and assisting December's Moments to Remember program. The Short Story Disposer arrived.

REPORT FROM LIBRARY DIRECTOR AND DEPARTMENT HEADS

On November 17th, Director Nelson, along with Rick Avalos and Lizzy Klinnert, attended a reception for Senator Murphy at the Des Plaines Library. She explained that her favorite project was working with Elk Grove High School student, Daniel, on the Cards for Kids legislation. Director Nelson and Adelaide Rowe just returned from the Guadalajara International Book Fair.

Polaris training begins next week. The Library app is no longer functioning due to Sirsi and will be running again when Polaris is implemented.

PENDING BUSINESS

No pending business

NEW BUSINESS

1. Illinois Per Capita Grant

Director Nelson reviewed and answered questions regarding the Library's progress in meeting the requirements as entailed in Serving Libraries 4.0.

2. Cards for Kids

The Board discussed the Cards for Kids program They shared their views on the Library's current policy of requiring documentation.

Trustee Valentino moved, seconded by Trustee Shafar, that the Board approve Cards for Kids and remove the required paperwork which opens the program to all unincorporated Elk Grove Township residents under the age of 18, in which the card shall be used solely by the student.

AYES: Catania, Maternowski, Valentino, Weiland

NAYS: None

PRESENT: Barnett, Shafar

ABSENT: Vitale

ADJOURN

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

On a voice vote, the motion passed.

The meeting was adjourned at 9:13 pm

Respectfully Submitted,
Lee Maternowski, Secretary