



ELK GROVE VILLAGE PUBLIC LIBRARY

BOARD OF TRUSTEES
of the
ELK GROVE VILLAGE PUBLIC LIBRARY
Minutes of the Regular Meeting
Tuesday, June 4, 2024

President Bruce Barnett called the meeting to order at 7:00 pm.

Trustees present: Isela Catania, Lee Maternowski, JoAnn Shafar, Eileen Valentino, Mary Vitale and Renee Weiland. 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, IT Department Joe Basso, and Technical Services Nichole Kelley.

MINUTES APPROVED

Corrections: Eileen Valentino was Secretary Pro-tem at the April 30th Committee of the Whole Meeting. Lee Maternowski was absent.

1. Trustee Shafar moved, seconded by Trustee Valentino, that the Board approve the minutes of the Committee of the Whole Meeting held April 30, 2024.

On a voice vote, the motion passed.

2. Trustee Valentino moved, seconded by Trustee Vitale, that the Board approve the minutes of the Regular Session held May 7, 2024.

On a voice vote, the motion passed.

3. Trustee Valentino moved, seconded by Trustee Vitale, that the Board approve the minutes of the Committee of the Whole Meeting held May 22, 2024.

On a voice vote, the motion passed.

AGENDA REVIEW

No additions made to the agenda

COMMUNICATIONS

No communications

FINANCIAL REPORT **ACCOUNTS PAYABLE SCHEDULE**

Clarifications:

1. Mahjoub Abderrahim – summarization & repairs: repairs and preparation to sprinkler system
2. Maintainx Inc – maintenance ticket system: online maintenance request system for staff

Trustee Valentino moved, seconded by Secretary Maternowski, that the Board approve the Accounts Payable Schedule dated June 4, 2024 in the amount of \$237,367.91.

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

AUDIENCE TO VISIORS

No public comments

REPORT ON BOARD COMMITTEES

BUILDING & GROUNDS

The Library received close to 800 outdoor landscape survey responses

PERSONNEL

No report

POLICY

Secretary Maternowski explained that he and Trustee Shafar started reviewing the Personnel section of the policy manual, but there were too many changes to it going on at the time. They are going to start reviewing it from the beginning.

Trustee Vitale asked if the Library donates books to the Elk Grove Township's library. Director Nelson explained when they offered in the past, the Township stated they weren't in need. The Library will reach out again.

LEGAL AND FINANCE

No report

COMMUNITY RELATIONS

No report

REPORT FROM LIBRARY DIRECTOR AND DEPARTMENT HEADS

Door counts and circulation stats continue to rise. The summer reading programs begin on Monday.

PENDING BUSINESS

No pending business

NEW BUSINESS

1. The Board discussed the Social Media policy draft. It was suggested to alter some wording in the policy. Director Nelson explained that the policy can be approved now, and changes to it can be made in the future.

Trustee Valentino moved, seconded by Trustee Catania, that the Board approve the draft Section IIA: Library Philosophy & Objectives, Subject C – Social Media Policy.

On a voice vote, the motion passed.

2. Director Nelson explained the need for a Travel Advance Policy.

Secretary Maternowski moved, seconded by Trustee Weiland, that the Board approve the draft Section: IV Personnel, Subject C: Benefits – Travel Advance Policy.

On a voice vote, the motion passed.

CLOSED SESSION

Trustee Shafar moved, seconded by Trustee Valentino, that the Board exit the Regular Session meeting and enter into Closed Session to discuss the performance, compensation and discipline for specific employees.

On a voice vote, the motion passed.

The Board returned to Regular Session at 8:48 pm

ADJOURN

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

On a voice vote, the motion passed

The meeting was adjourned 8:49 pm

Respectfully Submitted,
Lee Maternowski, Secretary