ELK GROVE VILLAGE PUBLIC LIBRARY

**BOARD OF TRUSTEES**
**of the**
**ELK GROVE VILLAGE PUBLIC LIBRARY**
Minutes of the Regular Annual Meeting
Tuesday, May 6, 2025

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

Trustees present: Isela Catania, Lee Maternowski, JoAnn Shafar, Eileen Valentino, Renee Weiland. Absent: 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 Mary Kay Stiff, Building & Security Rick Avalos, Circulation Services Richy Sandberg, Technical Services Nichole Kelley, and Youth Services Adelaide Rowe.

## OATHE OF OFFICE

Secretary Maternowski administered the Oath of Office to Tim Burns, Isela Catania, and JoAnn Shafar.

## ELECTION OF OFFICERS

**PRESIDENT**: Trustee Shafar moved, seconded by Trustee Burns, that the Board elect Lee Maternowski as Board President.

**SECREATARY**: Trustee Shafar moved, seconded by Trustee Burns, that the Board elect Eileen Valentino as Board Secretary.

On a voice vote, the motion passed.

## ROLL CALL

Trustees present: Tim Burns, Isela Catania, JoAnn Shafar, Eileen Valentino, Renee Weiland, President Maternowski. Absent: Mary Vitale.

## MINUTES APPROVED

### 1. REGULAR MEETING MINUTES

Trustee Shafar moved, seconded by Trustee Catania, that the Board approve the minutes of the Regular Session Meeting held April 8, 2025.

* Trustee Burns abstained

On a voice vote, the motion passed.

### 2. COMMITTEE OF THE WHOLE MEETING MINUTES

Trustee Shafar moved, seconded by Trustee Weiland, that the Board approve the minutes of the Committee of the Whole Meeting held April 22, 2025.

* Trustee Burns abstained

On a voice vote, the motion passed.

## AGENDA REVIEW

No additions were made to the Agenda

## COMMUNICATIONS

The Board reviewed the communications

## AUDIENCE TO VISITORS

No public comments

## FINANCIAL REPORT
## ACCOUNTS PAYABLE SCHEDULE

Trustee Shafar moved, seconded by Trustee Weiland, that the Board approve the Accounts Payable Schedule dated May 6, 2025 in the amount of $225,400.82

AYES: Burns, Catania, Maternowski, Shafar, Valentino, Weiland
NAYS: None
ABSENT: Vitale

## COMMITTEE APPOINTMENT

**Building & Grounds**: Maternowski, Catania, Shafar, Valentino, Vitale

**Personnel**: Shafar, Valentino

**Policy**: Maternowski, Burns

**Community Relations**: Nelson, Catania, Vitale, Weiland

## REPORT ON BOARD COMMITTEES

### *BUILDING & GROUNDS*

No report

### *PERSONNEL*

No report

### *POLICY*

No report

### *LEGAL AND FINANCE*

No report

## *COMMUNITY RELATIONS*

No report

## REPORT FROM LIBRARY DIRECTOR AND DEPARTMENT HEADS

New Library hours begin on June 1st**.** Director Nelson and Department Heads are currently working on the Illinois Public Library Report (IPLAR) which is due by June 30th **.** The VAV project is expected to be complete Monday.

The Summer Reading programs kick off on June 9th. This year, Youth Services theme is 'Level Up' while Adult Services is 'Library Land.'

## PENDING BUSINESS

### Little Food Pantry

Discussion was held concerning a potential small-scale food pantry at the Library, which the Friends of the Library would manage. President Maternowski sought further information, while Trustee Shafar proposed moving to a vote, as the matter had been discussed in April's Committee of the Whole Meeting.

Trustee Shafar moved, seconded by Secretary Valentino, that the Board bring the Little Food Pantry to a vote.

AYES: Burns, Catania, Weiland
NAYS: Maternowski, Shafar, Valentino
ABSENT: Vitale

With a tied vote, the Little Food Pantry was not approved.

## NEW BUSINESS

### 1. Resolution LB050625

Secretary Valentino moved, seconded by Trustee Weiland, that the Board approve to authorize the new Library Board President's signature to appear on Library checks along with that of Library Treasurer.

AYES: Burns, Catania, Maternowski, Shafar, Valentino, Weiland
NAYS: None
ABSENT: Vitale

## 2. Section IV: Personnel, Subject B: Salary Policy

Trustee Weiland moved, seconded by Trustee Burns, that the Board approve to adjust the minimum and maximum pay structure ranges for non-bargaining staff.

AYES: Burns, Catania, Maternowski, Shafar, Valentino, Weiland
NAYS: None
ABSENT: Vitale

## 3. Section IV: Personnel, Subject A: Recruitment and Development: Authorized Personnel Allocations Policy

Secretary Valentino moved, seconded by Trustee Catania, that the Board approve to amend staff allocations.

AYES: Burns, Catania, Maternowski, Shafar, Valentino, Weiland
NAYS: None
ABSENT: Vitale

## 4. Midwest Mechanical Proposal

Trustee Catania moved, seconded by Trustee Weiland, that the Board approve the proposal from Midwest Mechanical to replace the west condensing unit compressor #1 in the amount of $19,773.

AYES: Burns, Catania, Maternowski, Shafar, Valentino, Weiland
NAYS: None
ABSENT: Vitale

## 5. Library Furniture International (LFI) Proposal

Trustee Catania moved, seconded by Trustee Weiland, that the Board approve the proposal from LFI for the purchase of furniture in Youth Services in the amount of $11,065.

AYES: Burns, Catania, Maternowski, Shafar, Valentino, Weiland
NAYS: None
ABSENT: Vitale

## CLOSED SESSION

Trustee Shafar moved, seconded by Secretary 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.

## ROLL CALL

Trustees present: Tim Burns, Isela Catania, JoAnn Shafar, Eileen Valentino, Renee Weiland, President Maternowski. Absent: Mary Vitale.

## ITEMS FROM CLOSED SESSION FOR ACTION

### Salary Increases

Trustee Shafar moved, seconded by Trustee Catania, that the Board approve a 5.5% salary increase for exempt staff, calculated at their midpoint.

AYES: Burns, Catania, Maternowski, Shafar, Valentino, Weiland
NAYS: None
ABSENT: Vitale

## ADJOURN

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

On a voice vote, the motion passed

The meeting was adjourned 8:25 pm.

Respectfully Submitted,
Eileen Valentino, Secretary