

**MINUTES OF THE EVERGREEN PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
Wednesday, November 11, 2015
7:00 PM, Library Lower Level**

1. President Kim Shine called the meeting to order at 7:07 pm. Present were Vice-President Virginia Chandler, Treasurer Elizabeth Topa, Secretary Helen Tomczuk, and Trustees Thomas Knox and Tina Ward. Also present was Library Director Nicki Seidl. Deborah Pearson was absent.
2. Kim Shine led the assembly in the Pledge of Allegiance.
3. Elizabeth Topa motioned to approve the Minutes of the Regular Meeting of October 14, 2015. Virginia Chandler seconded the motion, which passed unanimously.
4. Elizabeth Topa motioned to approve the Minutes of the Ad Hoc Committee to Interview Candidates for the Vacant Trustee Position of August 20, 2015. Virginia Chandler seconded the motion, which passed unanimously.
5. Elizabeth Topa motioned to approve the Minutes of the Ad Hoc Committee to Interview Candidates for the Vacant Trustee Position of August 26, 2015. Virginia Chandler seconded the motion, which passed unanimously.
6. The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for the month ending October 31, 2015. Helen Thomczuk motioned to accept the Treasurer's Report for audit, seconded by Thomas Knox. The motion passed unanimously. The Board reviewed the list of checks submitted for payment for November 2015. Helen Tomczuk motioned to approve the list of checks for payment of bills for November 2015, seconded by Tina Ward. The motioned passed unanimously.
7. **Public Participation:** The board once again welcomed Anne Thompson, Media Specialist for Evergreen Park ESD 124. Anne reported that she attended the Illinois Library Association Conference in Springfield.
8. **Librarian's Report:** Nicki Seidl presented a written report. Jan McAuliffe assumes duties as the Kindred Spirits book discussion moderator in January. Nicki thanked Tom Knox for reviewing proposals for a new telephone system, and for intervening with AT&T to correct telephone misbillings. Canine Detection and Inspection Services will re-inspect the area and furnishings on November 24 for a final all-clear, and Imperial Cleaning Services will steam clean before replacing them in the space. Staff members Susan Pryzbyz, Anne Marie O'Donnell, and Anna Wassanaar were commended for quick action upon discovery of the potential bug problem. Nicki thanked Virginia Chandler and Elizabeth Topa for representing the library board at the dedication of the Christine Carparelli memorial reading garden.
9. Old Business: None
10. New Business

- With two months remaining in the FY2015, the library board reviewed the FY2015 income and expense budget. The board will approve a revised FY2015 budget at the regular meeting of January 13, 2016.
- Nicki Seidl and Thomas Knox evaluated seven proposals for a new telephone system, and selected two vendors, Heritage Technology Solutions, and Midco Systems for final consideration. As the costs for each system are comparable, selection depended on performance of the equipment, in particular the range of cordless handsets. The equipment from Heritage Technology Solutions provided uninterrupted coverage in the layout of our building. Virginia Chandler motioned that the proposal from Heritage Technology Solutions, 13600 S Kenton Av, Crestwood, IL 60445 for \$11,404.00 be approved, pending language inserted in the contract regarding guaranteed coverage of the cordless telephones and clarification of any additional charges. The motion was seconded by Tina Ward, and the motion passed unanimously.
- The library board identified and described how library funds are used to support educational programs and training opportunities for patrons. They discussed how Evergreen Park Library fosters resource sharing, citing several examples, such as membership in SWAN, established partnerships with our schools and outside organizations, and outreach services like homebound delivery.
- Virginia Chandler motioned for approval of the 2015 updated Plan for Ongoing Building Maintenance, Replacement, and Repairs, seconded by Thomas Knox. The motion passed unanimously.
- Thomas Knox motioned for approval of the 2016 Holiday Schedule, seconded by Elizabeth Topa. The motion passed unanimously.
- Thomas Knox motioned for approval of the 2016 Evergreen Park Public Library Board of Trustees Meeting Ordinance, seconded by Elizabeth Topa. The motion passed unanimously.
- As there is no new business to discuss in December, Thomas Knox motioned to cancel the December 9 regular meeting of the Evergreen Park Public Library Board of Trustees, seconded by Tina Ward. The motion passed unanimously.

11. **Adjournment:** President Kim Shine thanked Tom Knox for providing delicious chocolate cake for the meeting. There being no further business to discuss, Tina Ward motioned to adjourn the meeting, seconded by Virginia Chandler. The motion passed unanimously and the meeting adjourned at 8:30 pm. The next regular meeting of the Evergreen Park Public Library Board will be Wednesday, January 13, 2016, at 7:00 pm.

Respectfully submitted,



Helen Tomczuk, Secretary