

**MINUTES OF THE EVERGREEN PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
Wednesday, January 13, 2016
7:00 PM, Library Lower Level**

1. President Kim Shine called the meeting to order at 7:06 pm. Present were Vice-President Virginia Chandler, Treasurer Elizabeth Topa, and Trustee Thomas Knox. Secretary Helen Tomczuk joined the meeting at 7:45 pm. Also present was Library Director Nicki Seidl. Trustees Deborah Pearson and Tina Ward were absent with notification.
2. Kim Shine led the assembly in the Pledge of Allegiance.
3. Virginia Chandler motioned to approve the Minutes of the Regular Meeting of November 11, 2015. Elizabeth Topa seconded the motion, which passed unanimously.
4. The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for the months ending November 30 and December 31, 2015. Virginia Chandler motioned to file 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 December 2015. Thomas Knox motioned to approve the list of checks for payment of bills for December 2015, seconded by Virginia Chandler. The motion passed unanimously. The Board reviewed the list of checks submitted for payment for January 2016. Thomas Knox motioned to approve the list of checks for payment of bills for January 2016, seconded by Virginia Chandler. The motion passed unanimously.
5. **Public Participation:** None.
6. **Librarian's Report:** Nicki Seidl presented a written report, which she supplemented with further commentary. The library is in the process with complying with recommendations from Utica Insurance Company relative to obtaining certificates of insurance from maintenance firms when necessary and changes to the library's display policy. Upholstered furniture was steam-cleaned. Tween/Teen Assistant Mary Black did an awesome job on the Holiday Portrait fundraiser in November. The contract for the Comcast PRI has been signed. Heritage Technology Systems will finalize details before installation of the new telephone system. Nicki thanked Trustee Thomas Knox for intervening with AT&T to correct telephone mis-billings and leaning pole on 94th Street. Murphy and Miller will replace corroded front burner insulation and regulator plates in the six rooftop units in 2016. Nicki Seidl will be attending the Public Library Association Conference in Denver April 5-9 with Kerrie Stone and Julie Keaty. Julie Keaty and Kay O'Connor are serving on a committee to plan Black History Month programs. Nicki Seidl will be in Springfield April 13 serving as chair of the Construction Grant Review Committee, the regular library board meeting may need to be rescheduled. Statements of economic interest must be filed electronically by May 1.
7. **Old Business:** Thomas Knox motioned for approval of the FY2015 revised income and expense budget of \$1,196,922, seconded by Helen Tomczuk. The motion passed unanimously.

8. New Business:

- Elizabeth Topa motioned for approval to submit the FY2016 Illinois Public library Per Capita and Equalization Aid Grant Application to the Illinois State Library, seconded by Virginia Chandler. The motion passed unanimously.
- Helen Tomczuk motioned to approve the addition of the following language to the Evergreen Park Public Library Computer Use and Internet Safety Policy: "Use of the Library Computer and Bit Torrent software or similar software to download copyrighted movies or other audio and visual files without authorization of the copyright holder violates US copyright law and is prohibited by this Library". Thomas Knox seconded the motion. The motion passed unanimously.
- The library board discussed eliminating the \$2 fee for library card replacement. The board instructed Nicki Seidl to determine an estimate of the frequency of occurrence and financial impact to the library for the next meeting.

9. **Adjournment:** President Kim Shine proclaimed that Tom Knox shall provide delicious chocolate cake annually at the November meeting for the remainder of his tenure. There being no further business to discuss, Elizabeth Topa motioned to adjourn the meeting, seconded by Helen Tomczuk. 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, February 10, 2016, at 7:00 pm.

Respectfully submitted,



Nicki Seidl, Secretary Pro-Tem