

**Minutes of the Evergreen Park Public Library  
Board of Trustees  
Regular Meeting  
Wednesday, July 10, 2019  
7:00 pm • Library Lower Level**

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The meeting was called to order at 7:05 pm by President Kim Shine. The following trustees were present: Vice President Virginia Chandler, Secretary Kate Bradley, and Trustee Helen Tomczuk. Treasurer Elizabeth Topa and Trustee Deborah Pearson were absent with notification. Library Director Nicki Seidl was also present.

President Kim Shine led the assembly in the Pledge of Allegiance.

Helen Tomczuk made a motion to appoint James Busk to the Evergreen Park Public Library Board of Trustees for the 2019-2021 term, seconded by Virginia Chandler. The motion passed unanimously.

President Kim Shine swore in James Busk as new trustee to the Evergreen Park Public Library Board. All present thanked him for volunteering his service and welcomed him to the board.

Helen Tomczuk motioned to approve the Minutes of the Reorganization Meeting of June 12, 2019, seconded by Virginia Chandler. The motion passed unanimously.

Helen Tomczuk motioned to approve the Minutes of the Regular Meeting of June 12, 2019, seconded by James Busk. The motion passed unanimously.

The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for June 2019. Helen Tomczuk motioned to accept the Treasurer's report for audit, seconded by James Busk. The motion passed unanimously. Virginia Chandler motioned to approve the list of checks for payment of bills for July 2019, seconded by Helen Tomczuk. The motion passed unanimously.

There was no public participation.

**Librarian's Report**

Nicki Seidl presented the Librarian's Report in written format. Evergreen Paving performed pothole patching in the parking lot. Family Waterproofing Solutions determined water was entering through the double doors at the service entrance, rather than from another source that would require remediation before replacement. Shales McNutt Construction will install new doors, frame, and hardware in August. Emium Lighting provided a proposal to upgrade main floor lighting to LED to take advantage of current ComEd instant discounts. Head of Adult Services, Anna Wassenaar, has been hired as the new director of the Blue Island Public Library. Illinois Roof Consultants Association completed the final inspection, but a few punch list items still require remediation. The rooftop unit that controls the reading room is no longer functioning and needs replacement. Two rooftop units will be replaced, partially funded by a construction grant from the state. The redesigned web site is attractive, functional, and mobile friendly. Our Comcast broadband connection was increased from 100MB to 300 MB. The library's actual 75th anniversary is September 7. It will be commemorated with an open house with library-themed activities.

### **Report from the Evergreen Park Public Library Foundation**

Several library board members attended the Foundation meeting held immediately prior the board meeting. Plans for the 75th anniversary celebration on Saturday, October 12 at Bourbon Street were shared. The next meeting of the Foundation is scheduled for August 14, at 6:00 pm.

#### **Old Business:**

- Helen Tomczuk made a motion to approve the replacement of the exterior double door, frame, and hardware replacement according to the proposal by Shales McNutt Construction 425 Renner Drive, Elgin, IL 60123 at a cost of \$8962.00. Seconded by Kate Bradley. The motion passed unanimously.

#### **New Business:**

- Helen Tomczuk motioned to approve the proposal by Murphy & Miller, Inc., 600 W Taylor Street, Chicago, IL 60607 to furnish and install two Carrier rooftop units at a cost of \$24,894.00. The motion was seconded by James Busk. The motion passed unanimously.
- Helen Tomczuk motioned to approve the proposal by Emium Lighting, 451 Oakwood Road, Lake Zurich, IL 60047 to supply LED lighting products for the library's main floor lighting at a cost of \$4,738.00. The motion was seconded by James Busk. The motion passed unanimously.
- Helen Tomczuk motioned to approve the proposal by Maverick Lighting Solutions, 2609 W 106th Place, Chicago, IL 60655 for installation of LED lighting on the library's main floor at a cost of \$3,850.00. The motion was seconded by James Busk. The motion passed unanimously.
- Virginia Chandler motioned to approve the Public Services Assistant I and Public Services Assistant II job descriptions, seconded by Helen Tomczuk. The motion passed unanimously.

All Trustees congratulated Anna Wassenaar on becoming the new director of the Blue Island Public Library, and thanked her for her many years of dedicated service to the patrons of our library.

There being no further business to discuss, Helen Tomczuk motioned to adjourn the meeting, seconded by James Busk. The motion passed unanimously, and the meeting adjourned at 8:02 pm. The next regular meeting of the Evergreen Park Public Library Board of Trustees will be Wednesday, August 14th, at 7:00 pm in the conference room on the lower level.

Respectfully submitted,



Kate Bradley, Secretary