

**Minutes of the Evergreen Park Public Library  
Board of Trustees  
Wednesday, September 9, 2020, by Zoom  
7:00pm**

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The meeting was called to order at 7:06pm by President Kim Shine. The following trustees were present: President Kim Shine, Vice President Virginia Chandler, Treasurer Elizabeth Topa, Secretary Kate Bradley, Trustee James Busk, and Trustee Deborah Pearson. Trustee Helen Tomczuk was absent with notification. Library Director Nicki Seidl was present.

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

Virginia Chandler motioned to approve the Minutes of the Regular Meeting of August 12, 2020. Seconded by Deborah Pearson. The motion passed unanimously.

The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for August 2020. James Busk motioned to approve the Treasurer's Report, seconded by Kate Bradley. The motion passed unanimously.

Virginia Chandler motioned to approve the list of checks for payment of bills for September 2020, seconded by Deborah Pearson. The motion passed unanimously.

A very nice note was received from patron Nancy Dunne. She thanked the library for having the book sale even though we are still dealing with the pandemic. She mentioned how wonderful it is to be able to get a bag of books for \$1, especially for those that are out of a job.

**Librarian's Report:**

Library hours beginning September 8 (the Day after Labor Day) will be Monday-Saturday, 9 am to 6 pm. Senior and other vulnerable individuals are encouraged to access the building from 9 to 10 am. The Computer Lab will remain in the Children's department until it is advisable to resume in-library programming for young people. Meeting room reservations for outside groups will be suspended for the remainder of the year, as the space is being used for furniture storage. As the demand for in-person services grows, minimizing the spread of the virus through proper sanitation will require substantial outlay in staff time, PPE, and cleaning supplies. The elementary schools are returning to five-day in-person learning. There are four student computer workstations outside of the Activity room, and four inside on study tables. The Reading room provides individual seating for 5 adults or older students when all study rooms are in use. The Children's Program room provides individual workspace for 6 adults. Claire Stanecki and Candice Brown were hired as part-time Technical Assistants. EP Library was awarded a \$7,500 Technology Support stipend from AgeOptions to provide technology hardware and technology-based programs for older adults. The hot water heater is leaking and stopped functioning. It will require replacement. The annual book sale raised \$2,107, thanks to book sale coordinator Mary Kay Fahey, who volunteered countless hours organizing the event. The library's FEMA application for reimbursement for COVID-related expenses is under review.

**Evergreen Park Public Library Foundation:**

The account for the Evergreen Park Public Library Foundation currently has a balance of \$63,874.11 in an unrestricted account. The Foundation was awarded a \$1500 grant from Enterprise Holdings. Funds will be used to expand the StoryWalk at Yukich Fields.

**Old Business:**

Engberg Anderson Architects submitted a preliminary feasibility study for a remote parking lot site. Two alternate proposals were made in the report. Base concept Parcel 1 would gain 18 parking spaces for a total of \$263,280.00 in construction costs. Alternate concept Parcel 2 would gain 36 parking spots for a total of \$413,160.00 in construction costs. A copy of the report was forward to Mayor Sexton.

A draft of the FY2021 Income Budget was distributed for review.

**New Business:**

A draft of FY2021 Salaries and Wages and supporting documentation was distributed for review.

Wi-Fi hotspot rental was discussed. Currently, not all of the hotspots are checked out all of the time. Patrons can check them out for 7 days for a \$5 fee. There was discussion as to whether the fee is a deterrent to use. The board decided to maintain the fee, but will revisit the issue in the future if it patron feedback indicates that the fee is a barrier to use.

There being no further business to discuss, Virginia Chandler motioned to adjourn the meeting, seconded by James Busk. The motion passed unanimously, and the meeting adjourned at 8:34pm. The next regular meeting of the Evergreen Park Public Library will be Wednesday, October 14, 2020, at 7:00 pm in the conference room or on Zoom.

Respectfully submitted,



Kate Bradley, Secretary