

**Minutes of the Evergreen Park Public Library
Board of Trustees
Wednesday, August 11, 2021
7:00pm, Library Lower Level**

The meeting was called to order at 7:05 pm by President Kim Shine. The following trustees were present: Vice President Deborah Pearson, Secretary Kate Bradley, Treasurer Helen Tomczuk, and Trustee Katie Friend. Trustee Laura Sexton and Trustee Elizabeth Topa were absent with notification. Library Director Frank Murray, Warren Johnson, Jawanna Apawu, and Deb Grant were also present.

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

Deborah Pearson motioned to approve the Minutes of the Regular Meeting of July 14, 2021. Seconded by Katie Friend. The motion passed unanimously.

The Treasurer's Report was presented by Frank Murray. With his guidance, the Board reviewed the financial statements for July, 2021. Helen Tomczuk motioned to approve the Treasurer's Report, seconded by Deborah Pearson. The motion passed unanimously.

Kate Bradley motioned to approve the list of checks for payment of bills for August, 2021. Seconded by Helen Tomczuk. The motion passed unanimously.

Public Participation:

Jawanna Apawu, President of the EPPL Foundation Board, reported that the foundation has set up three committees: grants, sponsorships, and events. They are very excited to get all three up and going. The events committee has met and are in the planning stages of a spring Sip and Sample.

Librarian's Report:

Hats off to Mary Kay for another successful book sale! And, thank you from the board to all the volunteers that made the book sale possible. Children's books that were left over were donated to a children's hospital. It was brought up in discussion that the book shelves that the books are stored on are showing wear. Frank will ask Mary Kay about what kind she would like to replace the old ones.

The title commitment is on track to acquire 9435 S Troy. The village will help with the demo and assist with the bid process for the new parking lot, lighting and fencing.

Frank is looking into a grant through the American Rescue Plan Act to acquire 4 more tablets for the staff to use with the public. This would also include data plans for the Silverspots.

Another grant we would like to go after would be a Transforming Your Spaces Grant. This grant could use projectors for the walls or floor that could be interactive with younger children. Also, playsets that are easier to keep clean.

During discussion of the Director's Report, it was suggested that we do a meet and greet with the staff, trustees, and Foundation Board. Just so everyone knows each other :)

To be ready for a FOIA request, all Evergreen Park Public Library Trustees will be getting their own Evergreen Park Library email addresses to be used for official communication.

Old Business:

The board is discussing the dedication of the reading room for Nicki Seidl. Frank will find out how she wants her name to read about the doors. At the next meeting we will discuss what we would like to put on a plaque inside the reading room. We will get Nicki's approval before moving forward with the plaque.

New Business:

It was brought to the Board's attention that the spending limit on the library credit card is low for the Director, Patron Services Coordinator, Head of Adult Services, and Public Services Coordinator. The credit cards are used to buy supplies, renew agreements, and for continuing education programs.

Deborah Pearson motioned to increase the Director's card to \$4000.00 and Adult Services card to \$1000.00. There was no second. The motion was not passed.

Helen Tomczuk motioned to increase the Director's card to \$4000.00 and have the rest of the cards at a \$500.00 limit. Deborah Pearson seconded. The vote was unanimous. The motion passed.

We will review this in the next few months, if needed. Frank will review our current policy on credit cards to make sure it is up to date.

Helen Tomczuk motioned to approve the Mobile Hotspot Lending Policy, with the amended line reading "These items must be returned, along with the hotspot, on the due date in the condition it was received." Seconded by Katie Friend. The motion passed unanimously.

There being no further business to discuss, Deborah Pearson motioned to adjourn the meeting. Helen Tomczuk seconded the motion. The motion passed unanimously, and the meeting adjourned at 8:35pm. The next regular meeting of the Evergreen Park Public Library will be Wednesday, September 8, 2021, at 7:00 pm in the conference room or on Zoom.

Respectfully submitted,



Kate Bradley, Secretary