

**Minutes of the Evergreen Park Public Library
Board of Trustees
Wednesday, October 13, 2021
7:00pm, Library Lower Level**

The meeting was called to order at 7:08 pm by President Kim Shine. The following trustees were present: Vice President Deborah Pearson, Secretary Kate Bradley, Treasurer Helen Tomczuk, Trustee Laura Sexton, Trustee Elizabeth Topa. Trustee Katie Friend was late with notice. Library Director Frank Murray was also present.

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

Helen Tomczuk motioned to move up agenda items 7 and 8. Seconded by Laura Sexton. The motion passed unanimously.

Old Business:

Helen Tomczuk motioned to approve the plaque dedication of the Reading Room. Seconded by Katie Friend. The motion passed unanimously.

Helen Tomczuk motioned to approve the vinyl glass lettering. Seconded by Deborah Pearson. The motion passed unanimously.

The EPPL board of trustees discussed the dedication ceremony for the Reading Room. It was agreed that we should see what works best for Nicki, possibly a Sunday afternoon?

New Business:

Helen Tomczuk wrote a grant for our library! The Library Foundation was awarded a \$500 grant through the KPMG Community Grant. Way to write, Helen!

Elizabeth Topa motioned to approve the closing of the library on Friday, December 3 for staff development. Seconded by Helen Tomczuk. The motion passed unanimously.

After much discussion, Deborah Pearson motioned to approve the FY 2022 Salary Schedule with the stipulation any staff member not employed by the library for a year does not get the COLA until their first year anniversary. We will do an informal review for Frank Murray in July 2022, when the COLA will start for him. He will be eligible for the COLA in January 2023. Seconded by Helen Tomczuk. The motion passed unanimously.

The FY2022 operating budget of income and expenses was distributed.

We reviewed *Standards for Illinois Public Libraries: Ch.1, Core Standards; Ch.2 Governance and Administration; Ch.3, Personnel; Ch. 4, Access; Ch.5, Building Infrastructure and Maintenance, Ch. 6, Safety.*

Elizabeth Topa motioned to approve the Minutes of the Regular Meeting of September 8,2021. Seconded by Helen Tomczuk. The motion passed unanimously.

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

Elizabeth Topa motioned to approve the list of checks for payment of bills for October, 2021. Seconded by Helen Tomczuk. The motion passed unanimously.

Public Participation:

None.

Director's Report:


It was brought to the attention of Director Frank Murray that Laura was blocked again for supplies for the children's programming. She currently has a \$500 spending limit on her library credit card. We will discuss at next month's meeting raising her credit limit.

There were two incidents with patrons in the past month. A patron, not an EP resident, refused to put on a mask after being asked by employees. The second patron, also not an EP resident, was in the computer lab. Both instances were handled by staff. Frank will explore options to rearrange the computer lab set up.

The EPPL Foundation Board had a quarterly meeting. At the meeting it was discussed about doing a fundraising drive for Giving Tuesday in November. Table skirts with the foundation logo were approved as well as a new book for the Storywalk.

There being no further business to discuss, Helen Tomczuk motioned to adjourn the meeting. Katie Friend seconded the motion. The motion passed unanimously, and the meeting adjourned at 8:40pm. The next regular meeting of the Evergreen Park Public Library will be Wednesday, November 10, 2021, at 7:00 pm in the conference room.

Respectfully submitted,



Kate Bradley, Secretary