

**Minutes of the Evergreen Park Public Library  
Board of Trustees  
Wednesday, September 14,2022  
7:00pm, Library Lower Level**

The meeting was called to order at 7:10pm by President Kim Shine. The following trustees were present: Secretary Kate Bradley, Trustee Laura Sexton, Trustee Katie Friend, Trustee Elizabeth Topa. Treasurer Helen Tomczuk and Vice President Deborah Pearson were absent with notification. Library Director Frank Murray was also present.

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

Kate Bradley motioned to approve the Minutes of the Regular Meeting of July 13, 2022. Seconded by Laura Sexton. The motion passed unanimously.

Liz Topa motioned to approve the Minutes of the Regular Meeting of August 10,2022. Seconded by Laura Sexton. The motion passed unanimously.

The Treasurer's Report was presented by Frank Murray. With his guidance, the Board reviewed the financial statements for August 2022. Reminder: it is predicted that public bodies will not receive the second installment of property taxes until December/January.

Katie Friend motioned to approve the list of checks for August 2022 for the payment of bills. Seconded by Liz Topa. The motion passed unanimously.

Liz Topa motioned to approve the list of checks for September 2022 with corrections. Seconded by Laura Sexton. The motion passed unanimously.

**Public Participation:**

None.

**Director's Report:**

The fall newsletter is out! Inside the newsletter is the Community Survey 2022. It is also on our website and the village has been attaching links with their newsletters as well.

In the past, after school has been a little noisy and troublesome with the Junior High kids. Frank reported that this group is great and we have had only minor issues. Frank will let Central Jr. High know this good news!

The Board would like to give a shout out to the Foundation Board and Becky Reece for the sponsorships for our upcoming fundraiser the Micro Marathon. Becky has secured a 3D printer as a donation to the library from OSF!

**Old Business:**

Frank filled us in on the parking lot project. The satellite parking lot is paved, striped, and landscaped! This added 22 more parking spaces for patrons. The main parking lot will be underway the second week in October.

Frank was happy to report the RTU's are here for the HVAC project. Frank would like for this to be completed before the work on the parking lot starts since a crane is used. October 3rd looks like the best date.

**New Business:**

Liz Topa motioned to approve the Snow Removal Contract by Pete's Lawn Care, Inc., 9117 S Kenton Ave, Oak Lawn, IL 60453 for both parking lots. Seconded by Katie Friend. The motion passed unanimously.

Kate Bradley motioned to approve the closing of the library on October 3, 2022 for the crane install work for the HVAC system. Seconded by Laura Sexton. The motion passed unanimously.

Katie Friend motioned to approve the closing of the library at 3pm on October 1, 2022 for the Micro Marathon Fundraiser. Seconded by Laura Sexton. The motion passed unanimously.

Liz Topa motioned to approve the closing of the library on Friday, December 2, 2022 for Staff Development. Seconded by Katie Friend. The motion passed unanimously.

We discussed *Serving Our Public 4.0: Standards for Illinois Public Libraries: Ch. 4, Access; Ch.5, Building infrastructure and Maintenance; Ch.6, Safety.*

Draft FY2023 Salary Schedule was distributed.

There being no further business to discuss, a motion to adjourn was made by Kate Bradley, seconded by Katie Friend. Kim Shine adjourned the meeting at 8:41pm. The next regular meeting of the Evergreen Park Public Library will be Wednesday, October 12, 2022, at 7:00 pm in the conference room.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Kate Bradley".

Kate Bradley, Secretary