

**Minutes of the Evergreen Park Public Library
Board of Trustees
Regular Meeting
Wednesday, December 13, 2017
7:00 pm • Library Lower Level**

The meeting was called to order at 7:03 pm by President Kim Shine. The following trustees were present: Treasurer Elizabeth Topa, Trustee Deborah Pearson, and Trustee Tim Scanlon. Library Director Nicki Seidl was also present.

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

President Kim Shine requested an amendment to the agenda: Approval for membership in the Management Association, 3025 Highland Parkway, Downers Grove, IL 60151 at a cost of \$1,470 for 18 months. Tim Scanlon motioned to add the item to the agenda, seconded by Deborah Pearson. The motion passed unanimously and the item was added to the agenda under New Business.

Elizabeth Topa motioned to approve the Minutes of the Regular Meeting of November 8, 2017, 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 November, 2017. Deborah Pearson motioned to accept the Treasurer's report, seconded by Tim Scanlon. The motion passed unanimously. Deborah Pearson motioned to approve the list of checks for payment of bills for December 2017, seconded by Tim Scanlon. The motion passed unanimously.

There was no public participation.

Nicki Seidl presented the librarian's report in written format. Nicki toured the library building with a representative from Gallagher Basset to conduct a loss control assessment. She met with Dan Ruzic, Project Manager for Chicago Management Project to continue preparation of the long range capital plan. Kelly Burke's sister won the Scrabble Tournament. The "Evergreen Reads" 2018 selection is *The One and Only Ivan* by Katherine Applegate. Nicki met with representatives from ComEd and Project Green Environmental Solutions to discuss incentives with the ComEd Energy Efficiency Program for converting library lighting to LED. Nicki met with Brian McElmeel, Director of Building Envelope Services for ARCON Associates to get additional input for the roof replacement. Circulation Clerk Susan Przybysz will be on medical leave for six to eight weeks. Asset Control Solutions will tag and inventory the building and assets in January 2018. Chromebooks have been ordered, received, and configured for the Dart Foundation, *Flipping the Library Program* grant. Preparation continues for the Live & Learn Construction grant and Public Library Per Capita grant, both due in January.

Old Business:

- John Sawyers, Treasurer for the Village of Evergreen Park, informed Nicki Seidl that the FY2018 levy for the library would be increased by one percent to \$1,165,428. Tom Scanlon motioned to approve the FY2018 levy of \$1,165,428, seconded by Elizabeth Topa. The motion passed unanimously.

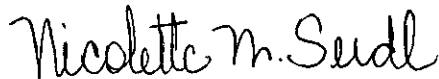
New Business:

- Elizabeth Topa motioned to approve the 2018 meeting ordinance for the Evergreen Park Public Library Board of Trustees, seconded by Tim Scanlon. The motion passed unanimously.
- Board members reviewed the ComEd Facility Assessment and Estimate from Project Green Environmental Solutions, Inc., for LED replacement and retrofit.
- Tim Scanlon motioned to approve membership in the Management Association, 3025 Highland Parkway, Downers Grove, IL 60151 at a cost of \$1,470 for 18 months, seconded by Deborah Pearson. The motion passed unanimously.

The Board thanked Business Manager Linda McKeown for decorating the reading room for Holiday Portraits, as well as the mitten tree in the lobby, meeting room tree, and outside planters. The Board commended Head of Adult Services, Anna Wassenaar, for securing a \$3,950 grant from the Illinois Humanities for *125 Years in the Park: Remembering Our Past, Sharing Our Stories*.

There being no further business to discuss, Deborah Pearson motioned and Elizabeth Topa seconded to adjourn the meeting at 8:29 pm. The motion passed unanimously. The next regular meeting of the Evergreen Park Public Library Board of Trustees will be January 10, 2018 at 7:00 pm.

Respectfully submitted,



Nicki Seidl, Secretary Pro-Tem