

**Minutes of the Evergreen Park Public Library
Board of Trustees
Regular Meeting
Wednesday November 8, 2017
7:00 pm- Library Lower Level**

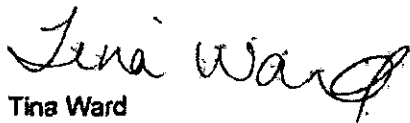
1. The meeting was called to order at 7:20 pm by President Kim Shine. The following trustees were present: Virginia Chandler (Vice President), Tina Ward (Secretary), Elizabeth Topa (Treasurer), Helen Tomczuk (Trustee), Deborah Pearson (Trustee). Library Director Nicki Seidl was also present.
2. President Kim Shine led us all in the Pledge of Allegiance.
3. Elizabeth Topa administered the Official Oath of Office to Martin Timothy Scanlon. We welcome Tim Scanlon to the Board!
4. Helen Tomczuk motioned to approve the minutes of the Regular Meeting of October 11, 2017; Elizabeth Topa seconded the motion. The motion was passed unanimously.
5. **The Treasurer's Report** was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for October 2017. Helen Tomczuk made a motion to accept the Treasurer's report for audit, seconded by Deborah Pearson. The motion carried unanimously. The Board reviewed the list of checks submitted for payment for November 2107. Helen Tomczuk made a motion to accept the list of checks; Virginia Chandler seconded the motion; the motion passed unanimously.
6. **Public Participation:** none.
7. **Librarians Report:** Nicki Seidl presented the librarian's report in written format. The Holiday Portrait fundraiser scheduled for November 26, 2017 sold out in ONE day! A big shout out goes to Mary Black, Anna Wassenaar, and Julie Keaty for recording over 65 StoryCorps sessions in April and October. Christina Brown is reviewing all recordings for excerpts that can be paired with historical photos for the Evergreen Park 125th Anniversary traveling exhibit. All life safety systems have been inspected and tested for 2017 with no issues. SWAN fees will increase approximately 15% for FY2019. The 2018 "Evergreen Reads" community reading event selection is *The One and Only Ivan* by Katherine Applegate. Nicki met with representatives from ComEd and Project Green Environmental Solutions for an initial discussion of incentives for converting library lighting to LED. Library staff will discuss safety and security at their in-service day on December 8. Linda McKeown is a notary. The library will charge \$1 for the service.
8. **Old Business:**
 - Helen Tomczuk made a motion to approve the Revision to the Evergreen Park Public Library Meeting Room Policy with the refund policy added to the document; Virginia Chandler seconded the motion. The motion passed unanimously.
 - The board reviewed and discussed Chapter 3 of the *Trustee Facts File Third Edition, "ByLaws"* as part of the FY2018 Illinois Public Library per capita grant requirements.

9. New Business:

- Helen Tomczuk made a motion to approve the 2018 Employee Co-Insurance Premium schedule; Deborah Pearson seconded the motion; the motion carried unanimously.
- Elizabeth Topa made a motion to approve the 2018 Holiday/Days Closed Schedule; Helen Tomczuk seconded the motion; the motion passed unanimously.

9. There being no further business, Deborah Pearson motioned to adjourn, seconded by Helen Tomczuk. The motion passed unanimously and the meeting adjourned at 8:25 pm. The next regular meeting of the Evergreen Park Public Library Board of Trustees will be Wednesday, December 13, 2017 at 7:00 pm.

Respectfully submitted,



Tina Ward
Secretary EPPL