

**Minutes of the Evergreen Park Public Library
Board of Trustees
Regular Meeting
Wednesday May 16, 2018
7:00 pm- Library Lower Level**

The meeting was called to order at 7:07 pm by President Kim Shine. The following trustees were present: Tina Ward (Secretary), Elizabeth Topa (Treasurer), Helen Tomczuk (Trustee), Deborah Pearson (Trustee), Tim Scanlon (Trustee). Library Director Nicki Seidl was also present.

President Kim Shine led us all in the Pledge of Allegiance.

Helen Tomczuk made a motion to approve the Minutes of the Regular Meeting of April 11, 2018 as amended (under new business- first bullet point should say Deborah Pearson instead of Kim Shine. Under same section- second bullet point should have the word "motioned" after Elizabeth Topa). Deborah Pearson seconded the motion - the motion passed unanimously.

The **Treasurer's Report** was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for April 2018. Helen Tomczuk made a motion to accept the Treasurer's report for audit, seconded by Tim Scanlon. The motion carried unanimously. The Board reviewed the list of checks submitted for payment for May 2018. Seeing as Helen Tomczuk had no questions about the list of checks, she made motion to approve the list of checks; Tina Ward seconded the motion; the motion passed unanimously.

Public Participation: none.

Librarians Report: Nicki Seidl presented the librarian's report in written format. A huge "Thank You" to Anna Wassenaar, Donna Carroll, Christina Brown and the library science interns for the completion of the audiovisual timeline of Evergreen Park's history! The library received a "Back to Books" grant through the Illinois Secretary of State for \$4,950 to purchase health-related books for the juvenile and teen collections. Another big "Thank You" to Mary Kay Fahey and Ruth and Stan Urbanczyk for organizing the spring book sale which raised \$977.97! The Lunar Meteorite event was very cool and interesting and a huge thank you to Julie Keaty and Kerrie Stone for their securing the exhibit and organizing this event.

Library Foundation: Minutes from the EPPL Foundation since January 2018 were distributed to the library board.

Old Business: none

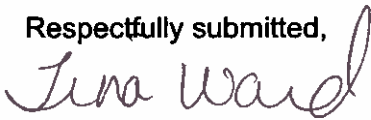
New Business:

- Helen Tomczuk made a motion to approve the proposal from m Celtic Commercial Painting LLC, 10204 Werch Dr. Ste. 303, Woodridge, IL 60517 for \$840 to paint the staff room; Deborah Pearson seconded the motion; the motion passed unanimously.
- Deborah Pearson made a motion to approve the proposal from Key Carpet Corp, 10847 Central Ave. Oak Lawn, IL 60453 for \$725 to replace carpeting in staff lounge and rebind children's program room rug; Helen Tomczuk seconded the motion; the motion passed unanimously.

- Helen Tomczuk made a motion accept the proposal from Illinois Roof Consulting Association Inc., 4302-G Crystal Lake Road, McHenry, IL. 60050 to provide consulting services for roof replacement at a cost of \$9,790. Tim Scanlon seconded the motion; the motion passed unanimously.
- Helen Tomczuk made a motion to approve the draft Annual Financial Report for the year ended December 31, 2017 as submitted by Knutte & Associates, Certified Public Accountants. Elizabeth Topa seconded the motion; motion passed unanimously.
- Nicki distributed the revised Employee Handbook for review.

There being no further business to discuss Tina Ward made a motion to adjourn the meeting at 8:10 pm; Helen Tomczuk seconded the motion: the motion passed unanimously. The next regular meeting of the Evergreen Park Public Library Board of Trustees will be June 13, 2018, at 7:00 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Tina Ward".

Tina Ward
Secretary EPPL