

**Minutes of the Evergreen Park Public Library  
Board of Trustees  
Regular Meeting  
Wednesday, November 14, 2018  
7:00 pm • Library Lower Level**

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The meeting was called to order at 7:10 pm by President Kim Shine. The following trustees were present: Vice President Virginia Chandler, Treasurer Elizabeth Topa, Trustee Deborah Pearson, and Trustee Helen Tomczuk. Secretary Tina Ward and Trustee Tim Scanlon were absent with notification. Library Director Nicki Seidl was also present.

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

Elizabeth Topa motioned to approve the Minutes of the Regular Meeting of October 10, 2018, seconded by Virginia Chandler. The motion passed unanimously.

The Treasurer's Report was presented by Nicki Seidl. With her guidance, the Board reviewed the financial statements for October 2018. Helen Tomczuk motioned to accept the Treasurer's report for audit, seconded by Virginia Chandler. The motion passed unanimously. Virginia Chandler motioned to approve the list of checks for payment of bills for November 2018, seconded by Helen Tomczuk. The motion passed unanimously.

There was no public participation.

Nicki Seidl presented the librarian's report in written format. LIRA (Libraries of Illinois Risk Agency), the library's insurance company, performed a loss control assessment of the library. Adler Roofing will begin replacing the library's roof on November 13. The project is expected to be completed within 21 working days. Two backflow devices failed and had to be rebuilt at a cost of \$2,628. Volunteer Bob Erlich was thanked for his tremendous effort in caring for the butterfly garden. Bob reported that it was a record year for releasing monarchs and swallowtails. The library purchased 5 mobile hotspots and a lending policy is being developed. Plans are progressing on the Living Library event on Sunday, April 7. The Library was awarded a \$5,000 stipend through AgeOptions to arrange programming for older adults.

Deborah Pearson, President of the Evergreen Park Public Library Foundation, invited trustees to a FUNdraising meeting on Tuesday, November 20, at 7 pm to further plans for the 75th anniversary celebration at Bourbon Street on Saturday, September 14, 2019. The band, American English, has been secured, as well as surprise celebrity guests and the services of a PR firm.

**Old Business:**

- The Library Board reviewed chapters 6-10 of the Trustee Facts File, Third Edition, as per FY2019 Illinois Public Library Per Capita Grant requirements.
- President Kim Shine reported on viewing *Beyond Assistive Technology: Improving Library Services to People with Disabilities*.

**New Business:**

- Helen Tomczuk motioned to approved the revised Evergreen Park Public Library Rules of Conduct, amended to include "Possession or consumption of illegal substances on library property is prohibited". Elizabeth Topa seconded the motion. The motion passed unanimously.

- Helen Tomczuk motioned to cancel the December 12, 2018 regular meeting of the Evergreen Park Public Library Board of Trustees due to lack of agenda items. Virginia Chandler seconded the motion. The motion passed unanimously.
- Nicki Seidl distributed a draft of the Evergreen Park Public Library Mobile Hotspot Lending Policy. Approval will be listed as an item on the January 9, 2019 agenda.

There being no further business to discuss, Helen Tomczuk motioned and Virginia Chandler seconded to adjourn the meeting at 8:36 pm. The motion passed unanimously. The next regular meeting of the Evergreen Park Public Library Board of Trustees will be January 9, 2019 at 7:00 pm, in the conference room on the lower level.

Respectfully submitted,

A handwritten signature in cursive script that reads "Nicki Seidl".

Nicki Seidl, Secretary Pro-Tem