

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE WESTCHESTER PUBLIC LIBRARY, WESTCHESTER, ILLINOIS, HELD IN THE COMMUNITY ROOM OF THE WESTCHESTER PUBLIC LIBRARY, 10700 CANTERBURY STREET AT 7:00 PM ON MONDAY, MARCH 26, 2018

1. Pledge of Allegiance

- a. The meeting opened at 7:04 PM with the Pledge of Allegiance

2. Call to Order and Roll Call

- a. President John Lamberti called the meeting to order at 7:04 PM. Present were President John Lamberti, Treasurer Demitrus Evans, Trustee Janette Maldonado, Trustee Fred Poppe Vice-President Elizabeth Hunter and Secretary Jenice Hampton. Absent trustee Gerald Chenski. Also present were Director Fidencio Marbella, Assistant Director Bonnie Schwanz and Business Manager Allison Muzal.

3. Public Comment – no public comment

4. Review of Minutes

- a. COTW Meeting, February 12, 2018 – President Lamberti motioned to accept the minutes as presented with one error correction, seconded by Treasurer Evans, motion carried, 6 ayes, 0 nays.
- b. Regular Meeting, February 26, 2018 –Trustee Poppe motioned to accept the minutes seconded by Vice President Hunter, motion carried, 6 ayes, 0 nays.
- c. COTW Meeting, March 12, 2018 – President Lamberti motioned to accept the minutes as presented, seconded by Trustee Maldonado motion carried, 6 ayes, 0 nays.

5. New Business

- a. Payment of Bills – President Lamberti motioned to approve the payment of bills in the amount of \$35,250.34, seconded by Treasurer Evans, motion carried, 6 ayes, 0 nays.
- b. Treasurer’s Report – Treasurer Evans reported we are ten months into the fiscal year and have received \$156,753.92 in tax levy and the Library continues to maintain sufficient reserves to cover at least six months of operating expenses. Vice President Hunter motioned to accept the Treasurer’s Report, seconded by Trustee Maldonado, motion carried, 6 ayes, 0 nays.
- c. Reaffirm Policy 6.13 Surveillance Security Cameras, 6.27 Personal Appearance and 6.73 Personnel files. President Lamberti motioned to approve these policies as presented, seconded by Secretary Hampton, motion carried 6 ayes, 0 nays.
- d. 2018/2019 Budget - One change to budget was submitted to increase staff by one part-time employee in the adult department. This employee will be scheduled for approximately 15-17 hours per week. Allison reported with the

additional staff, payroll will continue to be less than projected due to the retirement of two long term staff members. Director Marbella reported he has received two painting quotes, one \$42,000, and second \$40,000. Considering beginning painting project in fall of 2018. Money will be taken from the capital bank account to fund the painting project. Trustee Poppe motioned to approve the budget, seconded by Trustee Maldonado, 6 ayes, 0 nays.

6. **Director's Report** - Director Marbella reported the Laconi dinner would be held in May, information will be forwarded to all board members. A retirement party will be held for two retiring staff members on Friday April 13, 2018, Board members interested in attending are requested to notify Fidencio. Final all day training for Kayaking will be held at the end of April. The trip to Sagawau will be promoted and will require a \$5.00 refundable deposit upon arrival for trip. The 3D printer school loan has been a great success. New chairs have been ordered for the community room and, expected delivery May 2018. Currently interviews are underway to fill new and open positions. Internal candidates are being considered for positions and opportunities first before considering external candidates. Treasurer Evans motioned to approve the Director's report, Vice President Hunter seconded, motion carried 6 ayes, 0 nays.
7. **Unfinished Business** -None
8. **Board Member Comments** – President Lamberti reported he has heard good feedback on the Chicago El program. Approximately 68 were in attendance for the program. Vice President Hunter presented several ideas and programs offered at surrounding libraries for future consideration.
9. **Public Comment** – no public comment
10. **Executive Session** – At 8:03 PM President Lamberti made the motion to go into Executive Session for the purpose of discussing the library director's annual review pursuant to Section 2 (c) (1) of the Illinois Open Meetings Act. Treasurer Evans seconded, roll call vote – Trustee Maldonado, Secretary Hampton, Treasurer Evans, Trustee Poppe, President Lamberti, Vice-President Hunter aye, 0 nays, motion carried.
11. **Return from Executive Session** – At 8:10 PM President Lamberti made the motion to return to the regular session from the executive session, seconded by Treasurer Evans, roll call vote – Trustee Maldonado, Treasurer Evans, Trustee Poppe, President Lamberti, Vice-President Hunter, Secretary Hampton 6 aye, 0 nays, 1 absent.
12. **Adjournment** – At 8:10 PM President Lamberti motioned to adjourn, seconded by Treasurer Evans, motion carried, 6 ayes, 0 nays, 1 absent.

Submitted by Jenice Hampton Secretary Public Library Board of Trustees