

**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, May 21, 2018**

**1. Pledge of Allegiance**

- a. The meeting opened at 7:05 PM with the Pledge of Allegiance

**2. Call to Order and Roll Call**

- a. President John Lamberti called the meeting to order at 7:05 PM. Present were President John Lamberti, Vice President Elizabeth Hunter, Trustee Gerald Chenski, Trustee Fred Poppe and Secretary Jenice Hampton. Absent, Treasurer Demitrus Evans and Trustee Janette Maldonado. Also present were Director Fidencio Marbella, Assistant Director Bonnie Schwanz, and Business Manager Allison Muzal.

**3. Public Comment** – no public comment

**4. Election Board Officers** Jenice Hampton nominated Demetrius Evans, Vice President, seconded by Gerald Chenski, motion carried 5 ayes, 0 nays. Jenice Hampton nominated Jeanette Maldonado, Secretary, seconded by Elizabeth Hunter, motion carried 5 ayes, 0 nays. Jenice Hampton nominated herself treasurer, seconded by Elizabeth Hunter motion carried 5 ayes, 0 nays. Elizabeth Hunter nominated John Lamberti president, seconded by Gerald Chenski motion carried 5 ayes 0 nays.

**5. Review of Minutes**

- a. COTW Meeting, April 9, 2018 –Not approved, deferred for review at next meeting, motion carried, 5 ayes, 0 nays.
- b. Regular Meeting, April 23, 2018 – Not available
- c. COTW Meeting May 14, 2018 President Lamberti motioned to accept the minutes, seconded by Trustee Chenski 5 ayes, 0 nays

**6. New Business**

- a. Payment of Bills – President Lamberti motioned to approve the payment of bills in the amount of \$37,388.46, seconded by Vice President Hunter, motion carried, 5 ayes, 0 nays.
- b. Treasurer’s Report – Allison Muzal reported we are twelve months into the fiscal year and received \$10,916.14 in April from tax levy income, also we received \$1042.98 in varies fines and fees during April. We are slightly under budget as we spent approximately 98.1 % of budgeted expenses for the fiscal year. Fines and fees for fiscal year (\$14,113.03) will be transferred to capital funds account. The net change in investment for the fiscal year rendered an increase of \$260.98. The Library continues to maintain sufficient reserves to cover at least six months of operating expenses. The Board suggested having the financial manager attend

a board meeting in the near future to discuss library investments and future options. President Lamberti motioned to accept the Treasurer's Report, seconded by Trustee Poppe, motion carried, 5 ayes, 0 nays.

- c. Reaffirm Policies 1.1 Material selection, 1.2 Intellectual Freedom and 1.3 Collection Maintenance. President Lamberti motioned to approve policies 1.1, 1.2 and 1.3, seconded by Secretary Hampton, motion carried 5 ayes, 0 nays.
  - d. President Lamberti motioned to vote on resolution 2018-01 authorizing Westchester public library non-resident library cards, seconded by Trustee Poppe. Roll call vote – President Lamberti, Vice President Hunter, Secretary Hampton, Trustee Poppe, Trustee Chenski aye, absent Treasurer Evans, Trustee Maldonado, 0 nays.
7. **Director's Report** - Director Marbella reported this summer several outdoor activities are planned, and we are partnering with the forest preserve districts. To accommodate these adventures the Youth Dept. has created adventure backpacks, which can be checked out by an adult. Kayak training will be rescheduled due to high waters in the Des Plaines River. The forest preserve offered 20 free children passes for Go Ape Adventure. These passes will be used as prizes for the summer reading program. Congratulations to Bonnie Schwanz celebrating 30 years employed with the library. We were unable to hire the Westchester District 92 ½ school bus for the field trip, therefore we have contacted another school bus company and secured transportation for the field trip. President Lamberti motioned to approve the Directors report, Trustee Chenski seconded, motion carried 5 ayes, 0 nays.
8. **Unfinished Business** -None
9. **Board Member Comments** – None
10. **Public Comment** – no public comment
11. **Executive Session** – None
12. **Adjournment** – At 8:07 PM President Lamberti motioned to adjourn, seconded by Trustee Chenski, motion carried, 5 ayes, 0 nays.

**Submitted by Jenice Hampton Secretary Public Library Board of Trustees**