

**WESTCHESTER LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
December 18, 2017**

**LIBRARY BUILDING
10700 CANTERBURY ST.
WESTCHESTER, IL 60154**

Roll Call: 7:05 PM. Present were: Vice President Elizabeth Hunter, Treasurer Demitrus Evans, Trustee Fred Poppe, Trustee Jeanette Maldonado and Trustee Jerry Chenski. Also Present: Director Fidencio Marbella, Assistant Director Bonnie Schwanz, Business Manager Allison Muzal. Absent: President John Lamberti, Secretary Jenice Hampton.

1. Public Comment - No Public
2. Discussion Items
 - A. Payment of Bills. Treasurer Demitrus Evans moved to approve payment of expenses from Nov. 30 through Dec. 18, 2018 (\$60,999.39 total). Seconded by Vice-President Elizabeth Hunter. Approved unanimously.
 - B. Treasurer's Report. Treasurer Demitrus Evans reported that total spending is slightly under budget (55.94 actual vs 58.3 percent budgeted).
 - C. Changes to Sexual Harassment Resolution and Policy (WPL Policy 6.8)
 - Fidencio received clarification with library attorneys related to language about agents and agencies. Plumbers/contractors and the like are not considered agents of the library, but board members and the attorney would be.
3. Unfinished Business
 - A. Digitization of Newspapers—Approved purchase of ScannX digitization equipment (flatbed scanner with optical character recognition for text & software) for \$3,045. The Friends of the Library volunteered to help with this digitization project.
4. Director's Report
 - Good attendance and feedback from library programs, including the Hot Dog program, which had 49 attendees.
 - Children's clubhouse has many young fans. It now has paint, flannel board and LEGO walls.
 - The addition of 19 new libraries to our SWAN consortium will add more than 218,000 patrons and more than 2 million additional items to the consortium. Also, Brookfield Zoo closed its library, so SWAN is trying to work with them to retain the collection in some way.
5. Public comment: None.
6. Board member comment: None.
7. **Executive Session** - Purpose: The discussion of the library director's annual review. The board went into executive session at 7:27 p.m. to discuss the review of the library

director. The board exited executive session at 7:55 p.m., and went back into regular session.

8. **Adjournment** – Treasurer Evans made a motion to adjourn at 7:56 p.m., seconded by Trustee Chenski, motion approved, 5 ayes, 0 nays.

Minutes submitted by Vice-President Elizabeth Hunter.