

**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, April 23, 2018**

**1. Pledge of Allegiance**

- a. The meeting opened at 7:13 PM with the Pledge of Allegiance

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

- a. Vice President Hunter called the meeting to order at 7:13 PM. Present were Vice President Elizabeth Hunter, Treasurer Demitrus Evans, Trustee Janette Maldonado, Trustee Fred Poppe, and Secretary Jenice Hampton. Absent President John Lamberti and Trustee Gerald Chenski. Also present were Director Fidencio Marbella, Assistant Director Bonnie Schwanz, Business Manager Allison Muzal and two members of the public.

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

**4. Review of Minutes**

- a. Regular Meeting, March 26, 2018 –Trustee Poppe motioned to accept the minutes, seconded by Treasurer Evans, motion carried, 5 ayes, 0 nays.
- b. COTW Meeting, April 9, 2018 – Not available

**5. New Business**

- a. Payment of Bills – Vice President Hunter motioned to approve the payment of bills in the amount of \$59,563.27, seconded by Treasurer Evans, motion carried, 5 ayes, 0 nays.
- b. Treasurer’s Report – Treasurer Evans reported we are eleven months into the fiscal year and have received \$375,474.88 in tax levy income, also we received \$1092.38 in varies fines and fees during March. 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, 5 ayes, 0 nays.
- c. Reaffirm Policies 6.68 Medical Insurance, 7.1 Board Member Reimbursable Expenses, 7.2 Board Member Contact Information, 7.3 Declared Vacancy and 7.4 Nepotism. Trustee Poppe motioned to approve policies 6.68, 7.1, 7.2, 7.3 and 7.4 as presented, seconded by Secretary Hampton, motion carried 5 ayes, 0 nays.

**6. Director’s Report** - Director Marbella reported the library is the recipient of the state library’s Back to Books grant for \$4,000.00. The funds will be used to purchase additional books for the adult and youth department. The state released per capita money today April 23, 2018 for approximately \$12,000. We are currently working on securing a grant from Best Buy. If the grant is won, we will purchase equipment to teach

videography and digital photography. Friends of the Library has committed to give the library \$8000.00. A portion of these funds will be used to supplement the videography and photography project. Nineteen new libraries will be going up on SWAN May 1, 2018. This will impact some of the library's processes for two days. Time line for the HVAC project has been pushed up by one week. Scheduled to begin September 4, 2018 completed by second week of October. Vice President Hunter motioned to approve the Director's report, Trustee Maldonado seconded, motion carried 5 ayes, 0 nays.

7. **Unfinished Business** -None
8. **Board Member Comments** – None
9. **Public Comment** – no public comment
10. **Executive Session** – At 7:37 PM Vice President Hunter made the motion to go into Executive Session for the purpose of discussing the minutes of meetings lawfully closed under the Illinois Open Meetings Act, for purposes of the semi-annual review of the minutes as mandated by Section 2.06 pursuant to Section 2. (c) (21) of the Illinois Open Meetings Act. Treasurer Evans seconded, roll call vote – Trustee Maldonado, Secretary Hampton, Treasurer Evans, Trustee Poppe, and Vice-President Hunter 5 aye, 0 nays, motion carried.
11. **Return from Executive Session** – At 8:09 PM Vice President Hunter made the motion to return to the regular session from the executive session, seconded by Trustee Maldonado, roll call vote – Trustee Maldonado, Treasurer Evans, Trustee Poppe, Vice-President Hunter, Secretary Hampton 5 aye, 0 nays.
12. **Determination of Minutes from Executive Sessions** – Secretary Hampton made the motion to release the Executive Session minutes from Dec. 11, 2016, Dec. 13, 2017, April 24, 2017, May 8, 2017, Nov. 13, 2017 and Feb. 26, 2018 and to not release the Executive Session minutes from Aug. 12, 2013, Nov. 11, 2013, Feb. 24, 2014, May 9, 2014, May 30, 2014, June 21, 2014, Sept. 28, 2015, Nov. 9, 2015, Dec. 14, 2015, Nov. 28, 2016, May 22, 2017, July 24, 2017 and Nov. 27, 2017, seconded by Trustee Maldonado, 5 ayes, 0 nays, motion carried.
13. **Adjournment** – At 8:15 PM Vice President Hunter motioned to adjourn, seconded by Treasurer Evans, motion carried, 5 ayes, 0 nays.

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