

**MINUTES OF THE COMMITTEE OF THE WHOLE 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, SEPTEMBER 11, 2017**

**1. Pledge of Allegiance**

The meeting opened at 7:03 PM with the Pledge of Allegiance.

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

President John Lamberti called the meeting to order at 7:03 PM. Present were President John Lamberti, Vice President Elizabeth Hunter (initially absent, arrived late), Secretary Jenice Hampton, Trustee Gerald Chenski, Treasurer Demitrus Evans, Trustee Janette Maldonado and Trustee Fred Poppe. Also present were Library Director Fidencio Marbella, Assistant Director Bonnie Schwanz and Business Manager Allison Muzal.

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

**4. Discussion Items**

- a. Director Marbella provided an explanation of Board and Staff Per Capita grant requirements. The grant is provided based on the population per resident. Additional requirements are mandated this year for Library Board trustees. Trustees are required to review a webinar on safety and complete 1-5 chapter review. Director Marbella will provide the webinar links and chapter review information to all board members. The library staff will watch the webinar and review the chapters during the all staff meeting scheduled in November 2017. Treasurer Evans requested a copy to the bylaws be provided in the drop box for Board members to review.
- b. Review Policy 6.46: Board recommended the following revisions/changes. After changes policy will be resubmitted for review
  - Remove casual employee
  - Change 40 hour replace with 30 hours
  - Revise wording statement exempt and non exempt
- c. Library Improvements:
  - HVAC Project – recommended starting in early October, possible completion in May 2018.
  - Remodeling clubhouse, electrician has been out; plans are in place to have a bench placed to allow parents to sit while watching their children.

**5. Unfinished Business**

An all board member meeting is scheduled for Thursday September 28, 2017. Board members are asked to notify Director Marbella if available to attend.

**6. Public Comment-** None

**7. Board member comment-** Staff Highlights will be posted in the October 2017 newspaper.

**Adjournment**

At 7:34 PM President Lamberti motioned to adjourn, seconded by Trustee Chenski, motion approved, 5 ayes, 0 nays.

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