

**Berwyn Public Library Board Meeting Minutes**  
**September 19, 2016 Regular Meeting**  
**Berwyn Public Library, Board Room**

**Call to Order:**

Vice-President Jerry Pohlen called the meeting to order at 7:00pm. Board Members present: Jerry Pohlen, Maria Salinas, Cindy Hayes, Barb Korbel, Richard Mondragon, Jill Bambenek, Erika Corona-Owens, and Library Director, Keshia Garnet

**Agenda:**

On a motion by Mondragon, and seconded by Salinas, the board approved the agenda.

**Minutes:**

On a motion by Mondragon, and seconded by Salinas, the board approved the minutes.

**Open Forum:**

Sandy Van Goethem, Berwyn resident wanted to share kudos to the Library as whole for the positive improvements to the facility. Mary Peranteau from the Friends of the Library shared that individuals can renew their membership if they wished. Also, there is an open position on the Friends board if there is any interest from anybody to join.

**Alderman comments:** None

**Directors Report:**

The Director reported that she was accepted into Dynamic Planning Institute. The two day work-shop will focus on organizing, designing and implementing a dynamic strategic plan for a library.

**Finance Committee:** On a motion by Mondragon seconded by Corona-Owens and the board by unanimous roll call vote, approved the August 2016 payables.

**Building and grounds Committee:** It was reported that the Drive-up Book drop is not working and in use by the public. The construction project has been completed and a walkthrough will occur the week of September 26<sup>th</sup>.

**Policy/Personnel Committee:** On a motion by Salinas, and seconded by Mondragon, the board approved the Non-Resident Card resolution. Board of Director reported resent staffing changes that were as a result of resignations and other transitions within the library. On a motion by Salinas and seconded by Mondragon, the board unanimously approved the posting of the following positions:

1. AV Library Assistant
2. Maintenance Assistant
3. Circulation Department Head
4. Outreach Librarian

**Veverka Committee:** On a motion by Mondragon and seconded by Salinas, the board moved to approve the Veverka Fund Policy. Also, the Library Director presented a request to use Veverka funding to update and decorate the elevator lobby on the second floor. The redecorating will make the second floor more inviting. On a motion by Bambenek and seconded by Korbel, the board unanimously approved the use of \$4445.94 towards the upgrade of the second floor lobby.

**Technology Committee:** Did not meet

**Strategic Planning:** Did not meet

**Unfinished Business:** None

**New Business:** None

**Closed Session:** On a motion by Pohlen, the Board chair moved to go into closed session at 7:37pm. Closed session notes will be in separate notes. The board moved out of closed session at 8:10pm

**Upcoming Committee meetings:** None noted

**Adjournment:** On a motion by Salinas and seconded by Mondragon the meeting was adjourned at 8:13pm