

**Berwyn Public Library Board Meeting Minutes
April 17, 2017 Regular Meeting
Berwyn Public Library, Board Room**

Call to Order:

President, Jill Bambenek called the meeting to order at 7:01pm. Board Members present:

Maria Salinas, Augie Kalal, Emily Diebold, Paul Nudd, Barbara Korbelt, Cindy Hayes, Erika Corona-Owens, and Library Director, Keshia Garnett

Agenda:

On a motion by Hayes and seconded by Kalal the board approved the agenda.

Minutes:

On a motion by Hayes and seconded by Corbel, the board approved the minutes as amended. Noted amendments: Note that the IT Project in the Directors report was tabled and not approved. Also, Veverka was misspelled in Finance committee section.

Open Forum: Present at the meeting was Hannah Rapp, Head of Readers Advisory and Teen Services. Also present was Mary Peranteau from the Friends of the Library.

Alderman comments: None

Directors Report: Keshia reported a very successful turnout to the recent Zombies vs Humans event. There were 25 attendees. The event was geared towards teens. It was noted that the Library received \$43,476 from the Per Capita Grant. Keshia shared an article with the board regarding Open Meetings Act. The guide is a good reference in addition to booklet shared in previous meeting.

Finance Committee: The 2017 Final Budget for the Library Fund was presented and reviewed. Key takeaway is that the library is in good position with a 20 % reserve. On a motion by Salinas seconded by Hayes and the board by unanimous roll call vote, approved the March 2017 payables in the amount of \$20,102.93

The Veverka Fund balance as of the end of March was: \$359,459.73

Building and grounds Committee: There is a need to contract a landscaping/power washing company. The city will send a list of recommended vendors for the library to compare and select from.

Policy/Personnel Committee:

On a motion by Hayes and seconded by Kalal the board approved the exit interview google link. The board discussed the need to continue to work through job descriptions for all positions. On a motion by Salinas and seconded by Hayes, the board moved to table the approval of the position listed as Library Assistant I-AV.

Policy/Personnel Committee Minutes for review:

- March 6, 2017: On a motion by Salinas and seconded by Hayes, the board approved the minutes.

Veverka Committee: NA

Technology Committee: NA

Old Business: Friends of the Library. Mary noted that the friends still have 4 open positions on their board. The Friends have their last meeting in May. They will not meet again until September.

Unfinished Business: None

New Business: New board member, Emily Diebold was introduced. She shared information about herself with the board.

Upcoming Committee meetings:

Policy & Personnel meeting is scheduled for May 15. Items to discuss should include: Process for Directors review, 2 missing job descriptions and AV job description.

Adjournment: On a motion by Salinas and seconded by Corbel the meeting was adjourned at 7:59pm