

**Berwyn Public Library Board Meeting Minutes
May 15, 2017 Regular Meeting
Berwyn Public Library, Board Room**

Call to Order:

President, Jill Bambenek called the meeting to order at 7:00pm. Board Members present:

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

Agenda:

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

Minutes:

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

Open Forum: Present at the meeting was Mary Peranteau from the Friends of the Library.

Alderman comments: None

Directors Report: Keshia noted that there is now a Donation page and button on the Berwyn public library website to allow the library to receive donations. On another note, Keshia shared that Mayor Lovero has not yet identified who the new City Council Liaison for the library will be. A review of the most up to date directory for Trustees was provided. Any updates to contact information should be shared with Keshia immediately.

Finance Committee: On a motion by Salinas seconded by Mondragon and the board by unanimous roll call vote, approved the April 2017 payables in the amount of \$70,473.56.

The Veverka Fund balance as of the end of April was: \$359, 508.62

Building and grounds Committee: Nothing to report.

Policy/Personnel Committee:

Committee minutes: April 11, 2017: On a motion by Mondragon and seconded by Corona-Owens, the board approved the committee minutes.

The Directors Evaluation was passed out and reviewed. Next steps for the board were to fill out evaluation and return to Board President within 1 week. During the review and discussion of the Directors Evaluation it was noted that clarity regarding a merit increase was needed. On another note, the board was informed that the grievance between the City of Berwyn and the Union representing Library employees was settled.

- On a motion by Korbelt and seconded by Corona-Owens, the board unanimously approved the amended job description to hire for the Audiovisual Department Library Assistant I.
- On a motion by Bambenek and seconded by Hayes the board unanimously approved the job description as presented for a Library Assistant I -Circulation Department.
- On a motion by Mondragon and seconded by Korbelt the board unanimously approved the job description as presented for a Librarian I -Outreach Services Department.
- On a motion by Diebold and seconded by Mondragon the board unanimously approved the job description as presented for a Collection Management Page
- On a motion by Bambenek and seconded by Kalal the board unanimously approved the job description as presented for a Collection Management Acquisition Clerk.

Veverka Committee: NA

Technology Committee: NA

Old Business: Board members interested in taking on a leadership role within the board, should reach out to the Board President with interest.

Unfinished Business: None

New Business: None

Closed Session: On a motion by Board President, Jill Bambenek, the board moved into closed session at 7:54pm. The Board moved out of closed session at 8:02pm. On a motion by Bambenek and seconded by Mondragon, the board approved the closed session minutes as amended.

Action items from closed session: During an upcoming policy and personnel meeting, there is a need to discuss and begin to develop a social media policy.

Upcoming Committee meetings:

Policy and Personnel: June 13, 6pm

Buildings and Grounds: June 19, 7pm

Adjournment: On a motion by Salinas and seconded by Korbel the meeting was adjourned at 8:06pm