

**Berwyn Public Library Board Meeting Minutes
Monday, May 21, 2018 Regular Meeting
Berwyn Public Library, Board Room**

Call to Order:

Board President, Jill Bambenek, called the meeting to order at 7:06 p.m. Board Trustees present: Erika Corona-Owens, Jousef Mondragon, Jill Bambenek, Emily Diebold, Maria Salinas, Cindy Hayes, Barbara Korbel and Paul Nudd.

Agenda:

It was motioned by Trustee Corona-Owens and seconded by Vice-President Mondragon, to approved the agenda as presented. All members present voting aye. Nays: None. Motion carried.

Minutes:

It was motioned by Trustee Diebold and seconded by Vice-President Mondragon to approve the April 16, 2018 minutes as amended. All members present voting ayes. Nays: None. Motion carried.

Open Forum: None

Alderman comments: None

Directors Report: Tammy reported that there has been more than \$3,000.00 raised for the Summer Reading kick-off and noted that Mayor Lover will be present for the event. She also noted that a check in the amount of \$4,000.00 was received for the Back to Books campaign. She noted that a Proclamation for the Summer Challenge Kick-Off would be read at the next city council meeting.

Finance Committee: It was motioned by Trustee Salinas and seconded by Vice-President Mondragon to approve the April 2018 payables in the amount of \$49,175.37. Roll Call: President Bambenek, Trustees Corona-Owens, Diebold, Hayes, Korbel, Vice-President Mondragon, Trustee Nudd and Secretary Salinas. Motion carried. It was reported that the Board Fund balance as of the end of April 2018 was \$360,071.19.

Building and Grounds Committee: Vice-President Mondragon discussed his concerns of the handling of the bidding for the parking light posts and indicated he would be meeting with Brian Pabst to further discuss the matter.

It was motioned by Vice-President Mondragon and seconded by Trustee Korbel to approve the proposal with Sundek for the repair of the front entrance landing. Roll Call: President Bambenek, Trustees Corona-Owens, Diebold, Hayes, Korbel, Vice-President Mondragon, Trustee Nudd and Secretary Salinas. Motion carried.

Vice-President Mondragon discussed the replacement of the tile and carpeting on the first floor.

Policy/Personnel Committee:

It was motioned by Vice-President Mondragon and seconded by Trustee Diebold to approve Job Description for Head of Maintenance. All members present voting aye. Nays: None. Motion carried.

It was motioned by President Bambenek and seconded by Vice-President Mondragon to approve the Job Description for Administrative Assistant. All members present voting aye. Nays: None. Motion carried.

It was motioned by Vice-President Mondragon and Trustee Corona-Owens to approve the Job Description for Head of Collection Management/Audio Visual. All members present voting aye. Nays: None. Motion carried.

It was motioned by President Bambenek and seconded by Vice-President Mondragon to approve the Job Description for Youth Services Department Head. All members present voting aye. Nays: None. Motion carried.

It was motioned by Secretary Salinas and seconded by Vice-President Mondragon, to approve the Appointment of Temporary Department Head – Collection Management/Audio Visual. Roll call: President Bambenek, Trustees Corona-Owens, Diebold, Hayes, Korb, Vice-President Mondragon, Trustee Nudd and Secretary Salinas. Nays: None. Motion carried.

It was motioned by Secretary Salinas and seconded by Vice-President Mondragon, to approve the Internet Usage Policy. All members present voting aye. Nays: None. Motion carried.

It was motioned by President Bambenek and seconded by Vice-President Mondragon, to approve the replacement of Library Assistant I Part-Time (20 hours) – Circulation. All members present voting aye. Nays: None. Motion carried.

It was motioned by Secretary Salinas and seconded by Trustee Korb to table the Acceptance of meeting minutes from April 18, 2018. All members present voting aye. Nays: None. Motion carried.

Veverka Committee: The committee did not meet.

Strategic Planning Committee: The committee did not meet, however, President Bambenek noted that she would be meeting with the consultant, Catherine Dietz, to discuss the library's needs.

Art Selection Committee: Trustee Nudd noted that there were two eager staff members to start on mural project with a cultural theme.

Unfinished Business:

Interim Director Tammy Sheedy reported that the Union would review the job descriptions that were updated.

Closed Session:

There was no need for closed session, therefore, possible action was not needed.

Committee meetings:

Finance: Meeting not scheduled.

Policy and Personnel: Meeting not scheduled. Vice-President Mondragon commended Trustee Korb for her exemplary work on updating the job descriptions, the Trustees all concurred with Vice-President Mondragon.

Building and Grounds: Meeting will be on June 18, 2018, 6:30 p.m.

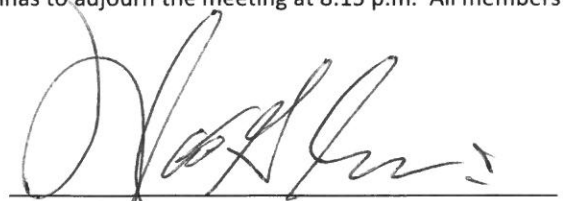
Veverka: Meeting not scheduled.

Strategic Planning: Meeting not scheduled.

Art Selection: Meeting not scheduled.

Adjournment:

It was motioned by Trustee Corona-Owens and seconded by Secretary Salinas to adjourn the meeting at 8:13 p.m. All members present voting aye. Nays: None. Motion carried.



Maria Salinas, Secretary