Berwyn Public Library Board Meeting Minutes  
Monday, April 15, 2019 Regular Meeting  
Berwyn Public Library, Board Room

Call to Order:

In the absence of Board President Jill Bambenek, Vice-President Jousef Mondragon called the meeting to order at 7:00 p.m. Board Trustees present: Erika Corona-Owens, Emily Diebold, Cindy Hayes, Barbara Korbel, and Maria Salinas. Absent: Jill Bambenek, Rosemary Caruk and Paul Nudd. Also present was Library Interim Director Tammy Sheedy.

Agenda:

Vice-President Mondragon asked if there were any amendments to the agenda presented.

It was moved by Trustee Hayes and seconded by Trustee Corona-Owens to approve the agenda as presented. All Trustees present voting aye. Nays: None. Absent: President Bambenek, Trustees Caruk and Nudd. Motion carried.

Minutes:

It was motioned by Trustee Diebold and seconded by Trustee Korbel to approve the March 18, 2019 Regular Board Meeting Minutes as amended. All Trustees present voting aye. Nays: None. Absent: President Bambenek, Trustees Caruk and Nudd. Motion carried.

Open Forum:

Patrice Murtha, Membership Chair of Friends of the Library, was present. She reported that the Friends of the Library was now officially a 501c3 organization. She also noted that the membership and book sales have doubled, and have $ 9,500.00 in their account. She indicated they will have a fundraising booth in Summer Movies in the Park. Vice-President Mondragon noted that he was happy to see the reconnection with the Friends of the Library. Trustee Corona-Owens reiterated the same and talked about how to be more informed of events relating to the Friends of the Library.

Vice-President Mondragon talked about the Laundromats and Literacy Initiative. He noted that Tom Benson, from World’s Largest Laundromat, was selected to be part of the Federal Initiative. He asked the Trustees if the library and the Friends of the Library should be involved in this initiative. They indicated that both organizations should be involved.

Directors Report:

Library Interim Director Tammy Sheedy reported that the In-Service Day went well and that Trustee Corona-Owens stopped in and took pictures. She also reported that the Department of Justice Recognition and
Accreditation Program was present and that three library staff members have completed the required 40 hour training course and are now certified to complete the immigration documents. She noted that the staff took part in strategic planning and enjoyed themselves and noted their appreciation for being part of the discussion, from their point of view. Vice-President Mondragon noted that the strategic planning was off to a good start.

**Finance Committee:**

Trustee Corona-Owens reported that the Berwyn Public Library Board Fund Balance for ending February 28, 2019 was $1,188,962.84; Veverka Fund Balance ending February 28, 2019 was $360,984.41; Restricted Grant Fund Balance ending February 28, 2019 was $16,999.00.

It was motioned by Trustee Diebold and seconded by Trustee Hayes to approve the February 2019 payables in the amount of $50,788.76 as presented. Roll Call: Vice-President Mondragon, Trustees Corona-Owens, Diebold, Hayes, Korbel, Vice-President Mondragon and Secretary Salinas. Nays: None. Absent: President Bambenek, Trustees Caruk and Nudd. Motion carried.

Trustee Corona-Owens reported that the Berwyn Public Library Board Fund Balance for ending March 31, 2019 was $1,190,706.80; Veverka Fund Balance ending March 31, 2019 was $360,984.41; Restricted Grant Fund Balance ending March 31, 2019 was $16,999.00.

It was motioned by Vice-President Mondragon and seconded by Trustee Korbel to approve the March 2019 payables in the amount of $77,598.96 as presented. Roll Call: Trustees Corona-Owens, Diebold, Hayes, Korbel, Vice-President Mondragon and Secretary Salinas. Nays: None. Absent: President Bambenek, Trustees Caruk and Nudd. Motion carried.

Library Interim Director Tammy Sheedy reported that Rasheed Jones resigned from the city’s Finance Department and that Ben Daish has taken over the financials for the library.

**Building and Grounds Committee:**

Vice-President Mondragon reported that the carpeting installation ran short and was in the process of being corrected. He also noted that the bidding process will start for the stair treads. He also reported that an application will need to be completed for the library to receive the $50,000.00 that was awarded as part of a state grant from Lashawn Ford.

**Policy/Personnel Committee:**

Vice-President Mondragon reported that the committee did not meet, however, there were items that needed approval.

It was motioned by Secretary Salinas and seconded by Trustee Diebold to approve the replacement of Library Assistant I Circulation (20 hours). All members present voting aye. Nays: None. Absent: President Bambenek, Trustees Caruk and Nudd. Motion carried.

There was a discussion regarding tuition reimbursement for Josephine Tucci. Upon further discussion, it was the consensus to table the item until the matter has been discussed with the Policy/Personnel Committee.

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It was motioned by Secretary Salinas and seconded by Trustee Korbel to table the tuition reimbursement request from Josephine Tucci. All members present voting aye. Nays: None. Absent: President Bambenek, Trustees Caruk and Nudd. Motion carried.

**Veverka Committee:** The committee did meet.

**Strategic Planning Committee:**

The committee did not meet. Trustee Corona-Owens reported that she attended a Strategic Plan presentation that was hosted by Northern Illinois University and she indicated she would share the business card with Vice-President Mondragon and Library Interim Director Tammy Sheedy.

**Art Selection Committee:**

The Art Committee did not meet, however, Library Interim Director Sheedy disseminated a picture of the mural that is being painted.

**Old Business:**

There was none reported.

**Unfinished Business:**

Library Interim Director Tammy Sheedy reported that she was tentatively accepted into the Directors University Program, however, she noted that she would need to be named Library Director by May 1, 2019 to be able to attend the program. It was the consensus of the Trustees present that the matter would need to be deferred to the Policy/Personnel Committee for further discussion.

**New Business:**

There was none reported.

**Closed Session:**

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

**Committee meetings:**

**Finance:**

Meeting was not scheduled.

**Policy and Personnel:**

Meeting note scheduled, but will be advised.

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Building and Grounds:

Meeting was scheduled for May 20, 2019 at 6:30 p.m.

Veverka:

Meeting not scheduled, but will be advised.

Strategic Planning:

Meeting not scheduled.

Art Selection:

Meeting not scheduled.

Adjournment:

It was motioned by Secretary Salinas and seconded by Trustee Hayes to adjourn the meeting at 8:03 p.m. All members present voting aye. Nays: None. Absent: President Bambenek, Trustees Caruk and Nudd. Motion carried.

Maria Salinas, Secretary