

**Berwyn Public Library Board Meeting Minutes
Monday, March 18, 2019 Regular Meeting
Berwyn Public Library, Board Room**

Call to Order:

Board President, Jill Bambenek, called the meeting to order at 7:10 p.m. Board Trustees present: Jill Bambenek, Emily Diebold, Cindy Hayes, Barbara Korbelt, Paul Nudd and Maria Salinas. Absent: Rosemary Caruk, Erika Corona-Owens and Jousef Mondragon. Also present was Library Interim Director Tammy Sheedy.

Agenda:

President Bambenek asked if there were any amendments to the agenda presented.

It was moved by Secretary Salinas and seconded by Trustee Korbelt to approve the agenda as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Caruk, Corona-Owens and Vice-President Mondragon. Motion carried.

Minutes:

It was motioned by Secretary Salinas and seconded by Trustee Diebold to approve the February 19, 2019 Regular Board Meeting Minutes as presented. All Trustees present voting aye. Nays: None. Absent: Trustees Caruk, Corona-Owens and Vice-President Mondragon. Motion carried.

Open Forum: There was no public comments or correspondence presented.

There were no members present in the audience.

Directors Report:

Library Interim Director Tammy Sheedy reported that the American Library Association National conference will be in Washington DC in June. It was discussed that four staff members will be attending the conference this year. She also reported that the next In-Service Day would be on April 9, 2019 and briefed them on the schedule which included an active shooter/library safety session. Ms. Sheedy also reported that the Director's University is in June 2019, and that she will apply to attend as an Interim Library Director. She briefed the Board on the cleaning service contract and the paper purchase. She noted that the bill will be prepaid and the paper will be housed at Town Hall.

Finance Committee:

In the absence of Trustee Corona-Owens, President Bambenek requested that the Financial Reports, Treasurer's Report and the reporting of February Payables be deferred to next month's meeting.

It was moved by President Bambenek and seconded by Trustee Hayes to defer the Financial Reports, Treasurer's Report and the reporting of February Payables until the next meeting. All Trustees present voting aye. Nays: None. Absent: Trustees Caruk, Corona-Owens and Vice-President Mondragon. Motion carried.

Building and Grounds Committee:

In the absence of Vice-President Mondragon, Library Interim Director Tammy Sheedy briefed the Trustees on the carpeting schedule. It was noted that the carpeting installation would start on the first floor on April 8, 2019. She also noted that more furniture purchased with Veverka funds is scheduled to be delivered on March 25, 2019.

Policy/Personnel Committee:

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

It was motioned by Trustee Hayes and seconded by Trustee Korbelt to approve the replacement of Library Assistant I Circulation (20 hours). All members present voting aye. Nays: None. Absent: Trustees Caruk, Corona-Owens and Vice-President Mondragon.

Library Interim Director Tammy Sheedy asked about a temporary replacement for Briana Perlot during her maternity leave. President Bambenek responded that the request would be deferred for discussion at the next Personnel and Policy Meeting.

Veverka Committee: The committee did meet.

Strategic Planning Committee: The committee did not meet.

Art Selection Committee: The Art Committee did not meet, however, Trustee Nudd noted he wanted to get in contact with the muralist for status on the mural.

Old Business:

President Bambenek reiterated that any library business be done only through the Berwyn Public Library email.

Unfinished Business:

There was none reported.

New Business:

Library Interim Director Tammy Sheedy reported that there was a need for a wireless upgrade. She noted that the best quote was with Connection Business Solutions in the amount of \$ 4,114.75.

It was moved by President Bambenek and seconded by Trustee Hayes to approve the quote with Connection Business Solutions in the amount of \$4,114.75 as presented. Roll Call: President Bambenek, Trustees Diebold, Hayes, Korb, Nudd and Secretary Salinas. Nays: None. Absent: Trustees Caruk, Corona-Owens and Vice-President Mondragon. Motion carried.

Library Interim Director Tammy Sheedy briefed the Trustees on the Virtual Reality Kits that would be beneficial for the senior programs and requested permission to purchase them. She noted that the best quote was with Office Depot in the amount of \$ 2,901.35.

It was moved by President Bambenek and seconded by Trustee Hayes to approve the quote for the Virtual Reality Kits in the amount of \$2,901.35 as presented. Roll Call: President Bambenek, Trustees Diebold, Hayes, Korb, Nudd and Secretary Salinas. Nays: None. Absent: Trustees Caruk, Corona-Owens and Vice-President Mondragon. Motion carried.

Closed Session:

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

Committee meetings:

Finance: Meeting was not scheduled, but will be advised.

Policy and Personnel: Meeting was scheduled for March 25, 2019 at 6:00 p.m.

Building and Grounds: Meeting was scheduled for April 15, 2019 at 6:30 p.m.

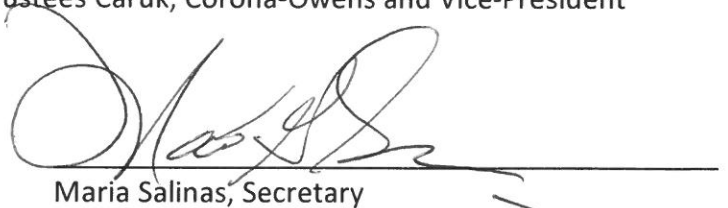
Veverka: Meeting not scheduled, but will be advised.

Strategic Planning: Meeting not scheduled, but will be advised.

Art Selection: Meeting not scheduled, but will be advised.

Adjournment:

It was motioned by Secretary Salinas and seconded by Trustee Hayes to adjourn the meeting at 8:00 p.m. All members present voting aye. Nays: None. Absent: Trustees Caruk, Corona-Owens and Vice-President Mondragon.



Maria Salinas, Secretary