

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

Call to Order:

In the absence of Vice-President Mondragon, Treasurer Erika Corona-Owens called the meeting to order at 7:04 p.m. Board Trustees present: Maria Salinas, Erika Corona-Owens, Cindy Hayes, Barbara Korb, Rosemary Caruk and Marta Rodriguez. Absent: Jousef Mondragon, Emily Diebold and Paul Nudd. Also present were Library Director Tammy Sheedy.

A quorum has been established.

The Pledge to the Flag was recited.

Agenda:

Treasurer Corona-Owens asked if there were any amendments to the agenda presented.

It was moved by Trustee Hayes and seconded by Trustee Korb to approve the agenda as presented. All Trustees present voting aye. Nays: None. Absent: Vice-President Mondragon, Trustees Diebold and Nudd. Motion carried.

Minutes:

It was motioned by Trustee Hayes and seconded by Trustee Rodriguez to approve the October 21, 2019 Regular Board Meeting Minutes as presented. All Trustees present voting aye. Nays: None. Absent: Vice-President Mondragon, Trustees Diebold and Nudd. Motion carried.

Open Forum:

There was a correspondence received from St. Leonard School thanking the Berwyn Public Library for participating in an event to assist families with signing up for a library card.

Rita Maniotis, a Berwyn resident, was present in the audience. She indicated that she was petitioning in front of the library to get on a ballot and was approached by a police officer and told that it was against policy for anyone to petition on private property. She was asking that the policy be reviewed as it was not a private property. Ms. Maniotis disseminated information regarding a litigation matter involving a similar case in Nebraska. Library Director Tammy Sheedy reported that this matter was currently being reviewed with the city's law department and also noted that the library is a municipal building, not a private property. Ms. Maniotis thanked the Trustees for their time.

Directors Report:

Library Director Tammy Sheedy presented the Trustees with a revised Board Meeting Date scheduled for 2020.

It was motioned by Secretary Salinas and seconded by Trustee Caruk to approve the revised Library Board Meeting Dates for 2020 as presented. All Trustees present voting aye. Nays: None. Absent: Vice-President Mondragon, Trustees Diebold and Nudd. Motion carried.

Ms. Sheedy talked about the Committee Assignments for 2020. It was discussed that the final assignments would be approved at the January 2020 Board Meeting.

Ms. Sheedy briefed the Trustees on her report. She noted that there were some staff members interested in attending the PLA 2020 Conference in Nashville, Tennessee in February 2020. Ms. Sheedy noted that the conference expenses were in the budget.

It was motioned by Secretary Salinas and seconded by Trustee Korbel to approve 4 library staff members to attend the PLA 2020 Conference in Nashville, Tennessee pending final approved library budget for 2020. All Trustees present voting aye. Nays: None. Absent: Vice-President Mondragon, Trustees Diebold and Nudd. Motion carried.

Ms. Sheedy reported the winter miniature golf event has been scheduled for January 24, 2020 from 6:00 – 8:30 p.m. and would take place inside the building. She also reported that the first draft of the library budget was completed and was in the process of meeting with Trustee Corona-Owens to review the draft.

Finance Committee:

It was motioned by Secretary Salinas and seconded by Trustee Caruk to approve the October 2019 payables in the amount of \$ 92,830.76 as presented. Roll Call: Secretary Salinas, Treasurer Corona-Owens, Trustees Hayes, Korbel, Caruk and Rodriguez. Nays: None. Absent: Vice-President Mondragon, Trustees Diebold and Nudd. Motion carried.

Trustee Corona-Owens reported that the Veverka Fund Balance ending October 31, 2019 was \$ 295,227.67; Restricted Grant Fund Balance ending October 31, 2019 was \$ 62,086.48, and the Berwyn Public Library Board Fund Balance ending October 31, 2019 was \$ 1,285,840.55.

Treasurer Corona-Owens discussed the Veverka and the Friends of the Library funding sources. She talked about their being more clarity on what programs or books can be funded by them.

Building and Grounds Committee:

Ms. Sheedy reported that the Building and Grounds Committee did not meet.

It was motioned by Treasurer Corona-Owens and seconded by Trustee Hayes to approve the meeting minutes from Building and Grounds Committee Meeting held on October 21, 2019 as presented. All Trustees present voting aye. Nays: None. Absent: Vice-President Mondragon, Trustees Diebold and Nudd. Motion carried.

It was motioned by Trustee Hayes and seconded by Trustee Rodriguez to approve the snow removal bid from Robert R. Andreas and Sons as presented. Roll Call: Secretary Salinas, Treasurer Corona-Owens, Trustees Hayes, Korb, Caruk and Rodriguez. Nays: None. Absent: Vice-President Mondragon, Trustees Diebold and Nudd. Motion carried.

Ms. Sheedy reported that the construction on the top floor has been completed.

Policy/Personnel Committee:

Ms. Sheedy reported that the Policy/Personnel Committee did not meet.

Ms. Sheedy reported that the library staff complained about the revised dress code policy that was approved at the October 21, 2019 Board Meeting.

Veverka Committee:

Ms. Sheedy reported that the Veverka Committee did meet.

It was motioned by Secretary Salinas and seconded by Trustee Korb to approve the meeting minutes from Veverka Committee Meeting held on October 28, 2019 as presented. All Trustees present voting aye. Nays: None. Absent: Vice-President Mondragon, Trustees Diebold and Nudd. Motion carried.

Strategic Planning Committee:

Ms. Sheedy reported that the Strategic Committee met unofficially on November 4, 2019, at 6:00 p.m. She noted that she would like to have the Strategic Plan completed by September 2020.

Art Selection Committee:

It was motioned by Trustee Hayes and seconded by Treasurer Corona-Owens to approve the meeting minutes from Art Committee Meeting held on August 7, 2019 as presented. All Trustees present voting aye. Nays: None. Absent: Vice-President Mondragon, Trustees Diebold and Nudd. Motion carried.

Ms. Sheedy reported that purchased some frames that would be used to frame the art work that was received.

Old Business:

It was discussed that the selection of officer would be deferred until the January 2020 Board Meeting.

Unfinished Business:

There was none reported.

New Business:

There was none.

Closed Session:

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

Committee meetings:

Finance:

Finance Committee Meeting was scheduled for December 2, 2019, at 5:00 p.m.

Policy and Personnel:

The Policy and Personnel Committee Meeting was not scheduled.

Building and Grounds:

The Building and Grounds Committee Meeting was scheduled for January 20, 2020 at 6:30 p.m.

Veverka:

The Veverka Committee was not scheduled.

Strategic Planning:

The Strategic Committee was not scheduled.

Art Selection:

The Art Selection Committee was scheduled for December 5, 2019 at 3:30 p.m.

Adjournment:

It was motioned by Secretary Salinas and seconded by Trustee Hayes to adjourn the meeting at 8:12 p.m. All members present voting aye. Nays: None. Absent: Vice-President Mondragon, Trustees Diebold and Nudd. Motion carried.

Maria Salinas, Secretary