



ELK GROVE VILLAGE PUBLIC LIBRARY

BOARD OF TRUSTEES of the ELK GROVE VILLAGE PUBLIC LIBRARY

Minutes of the Regular Meeting
Tuesday, December 3, 2024

President Bruce Barnett called the meeting to order at 7:00 pm.

Trustees present: Isela Catania, Lee Maternowski, JoAnn Shafar, Eileen Valentino, Mary Vitale, and Renee Weiland. Also present were Library Director Debra Nelson, Business Manager Michael Mangini, Administrative Assistant Jennifer Snyder and Network Administrator Josh Fulkerson. Department Heads: Adult Services Mary Kay Stiff, Building & Security Rick Avalos, Circulation Services Richy Sandberg, and Technical Services Nichole Kelley.

MINUTES APPROVED

Trustee Valentino moved, seconded by Trustee Shafar, that the Board approve the minutes of the Regular Session Meeting held November 12, 2024.

On a voice vote, the motion passed

AGENDA REVIEW

No additions made to the Agenda

COMMUNICATIONS

The Board discussed the number of handicap parking spaces at the library and whether additional spaces are needed.

AUDIENCE TO VISIORS

No visitors in attendance

FINANCIAL REPORT
ACCOUNTS PAYABLE SCHEDULE

Clarifications:

1. Graphic Solutions designs the newsletter, Presstech prints the newsletters

Trustee Shafar moved, seconded by Trustee Valentino, that the Board approve the Accounts Payable Schedule dated December 3, 2024 in the amount of \$144,565.89 and the Accounts Payable Addendum for payments to Joyful Lighting and medical and dental insurance in the amount of \$76,988.29.

AYES: Barnett, Catania, Maternowski, Shafar, Valentino, Vitale, Weiland

NAYS: None

REPORT ON BOARD COMMITTEES

BUILDING & GROUNDS

Hitchcock Design will issue an update in January

PERSONNEL

No report

POLICY

Policy will be discussed under New Business. Trustee Maternowski will begin reviewing Section III of the Policy.

LEGAL AND FINANCE

No report

COMMUNITY RELATIONS

No report

REPORT FROM LIBRARY DIRECTOR AND DEPARTMENT HEADS

The Tree Lighting Ceremony was a success. The Library's Holiday Dinner, coordinated by the Circulation Department, will be held on January 4th. The Board then discussed the potential need for additional study rooms, with Rick Avalos suggesting a community survey to gather patron interest and collect information on patron usage of library resources.

PENDING BUSINESS

No pending business

NEW BUSINESS

1. The Board discussed the Code of Conduct Policy.

Trustee Shafar moved, seconded by Trustee Valentino, that the Board table the vote on the revised Policy Section: Appendix IV, Subject J: Code of Conduct.

On a voice vote, the motion passed.

2. Trustee Valentino moved, seconded by Trustee Maternowski, that the Board approve the revised Policy Section II: Library Philosophy and Objectives, Subject D: Cooperation with other Libraries.

On a voice vote, the motion passed.

3. Trustee Shafar moved, seconded by Trustee Vitale, the Board approve the revised Policy Section II: Library Philosophy & Objectives, Subject E: Services of the Library.

On a voice vote, the motion passed.

4. Trustee Shafar moved, seconded by Trustee Vitale, that the Board approve the revised Policy Section II" Library Philosophy & Objectives, Subject L: Gifts & Special Donations

On a voice vote, the motion passed.

5. Director Nelson reviewed the Per Capita Grant requirements and the Library's current state toward meeting them, as outlined in "Serving Our Libraries 4.0.

CLOSED SESSION

Trustee Valentino moved, seconded by Trustee Shafar, that the Board exit the Regular Session Meeting and go into Closed Session to discuss the performance, compensation and discipline for specific employees.

On a voice vote, the motion passed.

ADJOURN

Trustee Valentino moved, seconded by Trustee Maternowski, that the Board exit the Regular Session Meeting.

On a voice vote, the motion passed

The meeting was adjourned 9:25 pm.

Respectfully Submitted,
Lee Maternowski, Secretary