



ELK GROVE VILLAGE PUBLIC LIBRARY

**BOARD OF TRUSTEES
of the
ELK GROVE VILLAGE PUBLIC LIBRARY**
Minutes of the Regular Meeting
Tuesday, February 4, 2025

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

Trustees present: Isela Catania, Eileen Valentino, Mary Vitale, and Renee Weiland. Absent: Lee Maternowski and JoAnn Shafar. 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.

Eileen Valentino was assigned Secretary pro-tem

MINUTES APPROVED

Trustee Valentino moved, seconded by Trustee Vitale, that the Board approve the minutes of the Regular Session Meeting held January 7, 2025.

On a voice vote, the motion passed

AGENDA REVIEW

No additions made to the Agenda

COMMUNICATIONS

The Board reviewed the communications

AUDIENCE TO VISIORS

Dr. Tim Burns attended the meeting and announced his intention to run as a write-in candidate for the two-year library trustee vacancy.

FINANCIAL REPORT
ACCOUNTS PAYABLE SCHEDULE

Clarifications:

1. Hitchcock Design – outdoor classroom & lands: payment for the master plan
2. Advantage Archives - materials digitized: digitizing of Elk Grove Journal. Payment is for the last installment.

Trustee Valentino moved, seconded by Trustee Catania, that the Board approve the Accounts Payable Schedule dated January February 4, 2025 in the amount of \$185,285.20

AYES: Barnett, Catania, Valentino, Vitale, Weiland

NAYS: None

Absent: Maternowski, Shafar

REPORT ON BOARD COMMITTEES

BUILDING & GROUNDS

The Board had a Committee of the Whole Meeting last week. The final outdoor space master plan is up for approval under New Business.

PERSONNEL

No report

POLICY

No report

LEGAL AND FINANCE

No report

COMMUNITY RELATIONS

The Friends are interested in donating towards the arcade exhibit. The Friends annual luncheon is scheduled for April 8th at Season's 52. Trustees are invited to attend.

REPORT FROM LIBRARY DIRECTOR AND DEPARTMENT HEADS

The Library's In-Service training on January 23rd was a success. The short story dispenser will soon feature poems and stories by Elk Grove High School students. Additionally, February 7th marks the one-year anniversary of our migration to the Polaris system.

PENDING BUSINESS

1. **Automated Logic Chicago**

Trustee Valentino moved, seconded by Trustee Catania, that the Board the proposal from Automated Logic Chicago in the amount of \$24,602 to convert VAV boxes in the Director's Office, Computer Lab, Youth Services Office, and Staff Lounge, to retrofit a new fan power box in the Silent Study Room, and install new radiator valves in the Director's Office and Quiet Study Room.

AYES: Barnett, Catania, Valentino, Vitale, Weiland

NAYS: None

Absent: Maternowski, Shafar

NEW BUSINESS

1. **Computers for computer lab**

Trustee Valentino moved, seconded by Trustee Catania, that the Board approve up to \$32,000 for the purchase for equipment to build 15 new computers (to be built in-house) to replace the 11-year old computers in the Adult Services Computer Lab.

AYES: Barnett, Catania, Valentino, Vitale, Weiland

NAYS: None

Absent: Maternowski, Shafar

2. **Midwest Mechanical**

Trustee Vitale moved, seconded by Trustee Valentino, that the Board approve the proposal from Midwest Mechanical in the amount of \$57,300 to replace 1 fan box and 7 VAV boxes.

AYES: Barnett, Catania, Valentino, Vitale, Weiland

NAYS: None

Absent: Maternowski, Shafar

3. **Outdoor Master Plan**

Trustee Vitale moved, seconded by Trustee Weiland, that the Board approve the outdoor master plan.

AYES: Barnett, Catania, Valentino, Vitale, Weiland

NAYS: None

Absent: Maternowski, Shafar

4. **Approval of Section IV: Personnel, Subject A: Recruitment and Development Policy**

Deb proposed the establishment of a Digital & Maker Services Department, including a Department Head position and the replacement of the Grade 2 Maker Space Specialist with a Grade 3 Digital and Maker Services Coordinator.

Trustee Valentino moved, seconded by Trustee Vitale, that the Board approve to add a Digital and Maker Services Department Head and to downgrade the Maker Space Specialist to a Digital and Maker Services Coordinator.

On a voice vote, the motion passed.

5. **Reschedule March Board Meeting**

Trustee Valentino moved, seconded by Trustee Catania, that the Board change the March 4th Regular Board Meeting to March 11th.

On a voice vote, the motion passed.

6. **Committee of the Whole Meeting (COW)**

A COW meeting was scheduled for February 25th at 7:00 pm.

CLOSED SESSION

Trustee Valentino moved, seconded by Trustee Vitale, that the Board exit the Regular Session Meeting and enter into Closed Session to consider minutes of meetings lawfully closed under the Act.

On a voice vote, the motion passed

The Board returned to Regular Session at 8:00 pm.

OPEN SESSION

Trustee Valentino moved, seconded by Trustee Catania, that the Board authorize the destruction of the following audio-recorded Closed Session Meeting Minutes:

April 11, 2023
June 6, 2023

On a voice vote, the motion passed

Trustee Vitale moved, seconded by Trustee Valentino, that the Board approve the following Closed Session Meeting Minutes:

August 6, 2024
September 3, 2024
October 22, 2024
November 12, 2024
December 3, 2024

On a voice vote, the motion passed

Trustee Valentino moved, seconded by Trustee Vitale, that the Board release the following Closed Session Meeting Minutes:

September 3, 2024

On a voice vote, the motion passed

ADJOURN

Trustee Valentino moved, seconded by Trustee Vitale, that the Board adjourn the Regular Session Meeting.

On a voice vote, the motion passed

The meeting was adjourned 8:04 pm.

Respectfully Submitted,
Eileen Valentino, Secretary Pro-tem