



ELK GROVE VILLAGE PUBLIC LIBRARY

BOARD OF TRUSTEES of the ELK GROVE VILLAGE PUBLIC LIBRARY

Minutes of the Regular Meeting
Tuesday, January 7, 2025

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: Building & Security Rick Avalos, Circulation Services Richy Sandberg, and Technical Services Nichole Kelley.

MINUTES APPROVED

The date for the holiday party should be January 4th, not January 6th.

Trustee Shafar moved, seconded by Trustee Weiland, that the Board approve the amended minutes of the Regular Session Meeting held December 3, 2024.

On a voice vote, the motion passed

AGENDA REVIEW

No additions made to the Agenda

COMMUNICATIONS

The Board reviewed the communications and quickly discussed the comment which suggested an electric car charging station.

AUDIENCE TO VISIORS

No visitors in attendance

FINANCIAL REPORT
ACCOUNTS PAYABLE SCHEDULE

Clarifications:

1. Maintainx Inc. – maintenance ticket system: ticketing and assets management cloud-based system.
2. National PELRA: National Public Employers Labor Relations Association
3. Hitchcock Design – outdoor classroom & lands: final payment for the masterplan design
4. Telecom Innovation: paid balance for new phones

Trustee Shafar moved, seconded by Trustee Valentino, that the Board approve the Accounts Payable Schedule dated January 7, 2025 in the amount of \$221,465.44

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

NAYS: None

REPORT ON BOARD COMMITTEES

BUILDING & GROUNDS

Hitchcock Design will have the outdoor master plan ready on January 17th. A Committee of the Whole Meeting was scheduled for January 28th.

PERSONNEL

No report

POLICY

No report

LEGAL AND FINANCE

No report

COMMUNITY RELATIONS

No report

REPORT FROM LIBRARY DIRECTOR AND DEPARTMENT HEADS

Department Heads are developing the budget, in-service day plans are being finalized, and the Library is planning spring and summer activities.

PENDING BUSINESS

1. The Board discussed the Code of Conduct policy draft.

Trustee Shafar moved, seconded by Trustee Valentino, that the Board approve the proposed draft of Section: Appendix, Subject J: Code of Conduct Policy.

On a voice vote, the motion passed

NEW BUSINESS

1. Trustee Valentino moved, seconded by Trustee Vitale, that the Board approve the proposal from Automated Logic Chicago in the amount of \$18,464 to convert VAV boxes in the I.T. Office, Conference Room and Accounting Office.

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

NAYS: None

2. The Board discussed the second proposal from Automated Logic Chicago 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 Silent Study Room.

The vote was tabled pending Trustee Shafar's request for a full quote, including the service contract, to confirm the reduced costs for equipment and labor.

3. Trustee Valentino moved, seconded by Trustee Catania, that the Board accept the proposal from Anderson Lock in the amount of \$15,325.32 to install power door openers on the doors of the offices of Administration, Circulation, and Youth Services.

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

NAYS: None

4. Trustee Shafar moved, seconded by Trustee Vitale, that the Board approve the separation agreement between the Library and an employee.

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

NAYS: None

ADJOURN

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

On a voice vote, the motion passed

The meeting was adjourned 8:12 pm.

Respectfully Submitted,
Lee Maternowski, Secretary