

ELMWOOD PARK PUBLIC LIBRARY

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING

November 17, 2022

1. President Chris Pesko called the meeting to order at 7:00 p.m.

2. Upon roll call the following were present:

Present: Trustees Chris Pesko, Marisa Santangelo, Alice Balundis, Peter Fosco, and SK Narayan

Absent: Trustees Dee Gordon and Elsa Volpe

Also present: Acting Director Jason Stuhlmann, Business Manager Maureen Delaney, Adult Services Librarian Christina Janiczek, Adult Services Librarian Emily Miller, and Building Maintenance Manager Mike Smid

3. President Pesko read the account balances as presented:

- a. GF Balance \$302,184.64 as of October 31, 2022
- b. BF Balance \$153,572.86 as of October 31, 2022
- c. Gift Fund Balance \$15,779.83 as of October 31, 2022
- d. GF (YTD) expenditures \$757,824.37 as of October 31, 2022

4. Vice President Gordon presented the consent agenda:

- a. Minutes of the Board Meeting, October 20, 2022
- b. Approval of payroll for December 2022
- c. Acknowledge Treasurer's report
- d. Approval IMRF check for November 2022
- e. Approval of General Fund Disbursements for November 2022
- f. Approval of Transfers for October 2022

A motion was made by Peter Fosco, and seconded by SK Narayan, to approve the consent agenda.

Upon roll call the Board voted as follows:

Ayes: 5 Nays: 0 Absent: 2

The motion carried.

5. Correspondence: none

6. Public Participation

a. President Pesko acknowledged visitors Christina Janiczek, Emily Miller, and Mike Smid

7. Building Committee

a. President Pesko asked Mike Smid to show the Board the damage from the car accident

i. The Board examined the damage and discussed repairs

Trustee Elsa Volpe joined the meeting at 7:04 p.m.

b. Bob from Dart repaired an HVAC fan issue today

At 7:22 pm, Mike Smid departed the meeting

#### 8. Director's Report

- a. Election packets for 2023 were provided to eligible Trustees
- b. The Library is switching language learning software from Mango to Transparent
- c. The new event calendar will go live in January
- d. The new time clock will go live in December
- e. The Library will participate in a holiday food and toy drive
- f. Staff Day was held on Friday, November 4
- g. The Library will be using a new printer for the newsletter

#### 9. BGPP Committee

- a. Hiring of Adan Martinez-Reyes for Technology Manager

A motion was made by Elsa Volpe, and seconded by SK Narayan, to approve the hiring as specified in the Board packet.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1

The motion carried.

#### b. Confidentiality of Library Records

A motion was made by Elsa Volpe, and seconded by SK Narayan, to approve the policy updates as provided in the Board packet.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1

The motion carried.

10. Finance Committee

a. Approval of FY21/22 Audit

A motion was made by Peter Fosco, and seconded by Alice Balundis, to approve the FY21/22 audit.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1

The motion carried.

b. Delayed tax bills

A motion was made by Elsa Volpe, and seconded by Peter Fosco, to authorize Acting Director Stuhlmann to discuss terms of a short term loan with banks.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1

The motion carried.

11. Unfinished Business: none

12. New Business

a. Holiday Staff Recognition

A motion was made by Peter Fosco, and seconded by Elsa Volpe, to provide each staff member with a \$50 gift card as a holiday gift.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1

The motion carried.

b. 2023 Board Meeting Dates

A motion was made by Elsa Volpe, and seconded by Marisa Santangelo, that the Board adopt the 2023 meeting date schedule as provided in the Board packet.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1

The motion carried.

c. 2023 Library Closing Dates

A motion was made by Peter Fosco, and seconded by SK Narayan, that the Board approve the 2023 Library closing dates as provided in the Board packet.

President Pesko modified the motion to make the closing on the Friday after Thanksgiving a trial for 2023. Peter Fosco and SK Narayan accepted the amended motion.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1

The motion carried.

### 13. Director Selection Committee

#### a. Motion to retire to Executive Session

A motion was made by Peter Fosco, and seconded by Alice Balundis, that the Board adjourn to Executive Session for the purpose of discussing the Director search.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1

The motion carried.

At 7:42 p.m., the Board adjourned and Jason, Maureen, Christina, and Emily exited the meeting.

At 8:04 p.m., the Board reconvened, and Jason, Maureen, Christina, and Emily returned to the meeting.

b. Motion to hire Michael Consiglio

A motion was made by Peter Fosco, and seconded by Elsa Volpe, that the Board hire Michael Consiglio into the position of Library Director at pay of \$83,000 annually with benefits as outlined in the Elmwood Park Public Library personnel policy starting November 21, 2022.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1

The motion carried.

c. Motion to retain pay rate for Jason Stuhlmann

A motion was made by Peter Fosco, and seconded by Elsa Volpe, to retain the current rate of pay for Jason Stuhlmann after he transitions back to his prior role as Assistant Library Director on November 21, 2022.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1

The motion carried.

d. Motion for bonus pay for Jason Stuhlmann

A motion was made by Alice Balundis, and seconded by SK Narayan, that the Board provide a bonus of \$2500 to Jason Stuhlmann on March 31, 2023 upon the successful completion of an information transition plan to be provided and managed by the new director, Michael Consiglio. The results and confirmation of the bonus will be in the regular March 2023 Board of Director's meeting.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1

The motion carried.

e. Communication Announcing new Library Director

A motion was made by Elsa Volpe, and seconded by Marisa Santangelo, that the Board approve the attached communication to the Library staff and community announcing the hiring of Michael Consiglio as Library Director to be posted immediately after the November 17, 2022 Board of Director's meeting.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1

The motion carried.

f. Reimbursement of Chris Pesko



A motion was made by SK Narayan, and seconded by Peter Fosco, that the Library reimburse Chris Pesko in the amount of \$300.00 for costs associated with the Director search postings on indeed.com and LinkedIn.com (receipt provided).

Upon roll call the Board voted as follows:

Ayes: 5 Nays: 0 Absent: 1 Abstained: Chris Pesko

The motion carried.

#### 14. Adjournment

A motion was made by Peter Fosco, and seconded by Alice Balundis, to adjourn the meeting at 8:10p.m.

The next regularly scheduled Board meeting will be held December 15, 2022 at 7:00 p.m.

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Marisa Santangelo, Board Secretary Date approved

