

ELMWOOD PARK PUBLIC LIBRARY
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
January 19, 2023

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, SK Narayan, Dee Gordon and Elsa Volpe

Absent: Trustee Peter Fosco

Also present: Business Manager Maureen Delaney, Adult Services Librarians Emily Miller and Kate Kuchler, Kids & Teens Associate Mary Moss, Technology Manager Adan Martinez-Reyes, Building Maintenance Manager Mike Smid, Head of Circulation Services Gaby Salgado and community members

3. President Pesko read the account balances as presented:

- a. GF Balance \$186,977.41 as of November 30, 2022
- b. BF Balance \$153,847.16 as of November 30, 2022
- c. Gift Fund Balance \$15,808.03 as of November 30, 2022
- d. GF (YTD) expenditures \$876,931.08 as of November 30, 2022

4. President Pesko presented the consent agenda:

- a. Minutes of the Board Meeting, November 17, 2022
- b. Approval of payroll for January 2023
- c. Acknowledge Treasurer's report
- d. Approval IMRF check for December 2022
- e. Approval of General Fund Disbursements for December 2022
- f. Approval of Transfers for November 2022

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

President Pesko objected to the minutes of the December 2022 meeting due to discrepancies.

Trustee Narayan amended her motion to remove the minutes, Trustie Santangelo seconded.

Upon roll call the Board voted as follows:

Ayes: 6 Nays: 0 Absent: 1 Abstain: 0
The motion carried.

5. Correspondence: none

6. Public Participation: none

7. Library Director's Report

- a. Thanked the board for checking in on him when 4 employees walked out on library

- b. Thanked Kate, Emily and Christina for their efforts the prior month
- c. Promised to provide better services to community and uphold the library's core values
- d. Recognized Angie as the new Program Coordinator in Kids and Teens
 - i. Expressed need for new programs in that department and is excited about her enthusiasm
- e. Noted Miss Carol is returning to the Kids and Teens department to help out
- f. Director Consiglio is delaying starting MLIS school until the summer
- g. Little management is needed for remaining staff as all know what to do
 - i. More attention is needed in kids and teens
- h. Thanked the board again for their support
- i. Current financial position is at least \$50k under last year's budget
- j. Building Maintenance Manager Mike Smid reported on the progress to repairs to the building from the car accident
 - i. Waiting for another bid due next week
 - ii. Took bids for:
 - 1. Painting work
 - 2. Light fixtures changing to LED in Kids and Teens
 - iii. There should be enough money to do necessary repairs
- k. Technology Manager Adan Martinez-Reyes spoke of how he is getting the ball rolling on PNG programs
 - i. Presented a new poster he made for the spring programs
 - ii. Kate and Adan will visit local schools to promote
 - iii. Thinking about doing adult PNG classes too
 - iv. Room only fits 11 so may be a problem
 - v. Looking into:
 - 1. New antivirus software
 - 2. Moving to Microsoft Suite from Google Suite
 - 3. Transitioning computers to Windows 11
- l. Adult Services Librarian Kate Kuchler presented on collection development and local history
 - i. She gave insights into her process for purchasing and weeding items
 - 1. Use high demand holds list to determine what to buy
 - 2. Anything that hasn't been checked out in 3 years gets weeded
 - a. Use stats and swan to also make determinations
 - ii. Local history room – she will look into grants to apply for to digitize and add to room and services provided
 - 1. Director Consiglio solicited help from Russ Parker, and Pete Silvestri to grow local history room and collection

8. Building Committee: no report

9. BGPP Committee: no report

10. Finance Committee: no report
 a. majority of next year's budget done, need staff input

11. Unfinished Business: none

12. New Business

a. Hiring of accounting firm

b. Executive Session

A motion was made by Alice Balundis, and seconded by Dee Gordon, that the Board adjourn to Executive Session

At 7:46 pm, the Board adjourned and all staff and community members departed the meeting
At 8:32 pm, the Board returned from Executive Session and the Board meeting resumed

13. Adjournment

A motion was made by Marisa Santangelo, and seconded by Alice Balundis, to adjourn the meeting at 8:32 p.m.

The next regularly scheduled Board meeting will be held February 16, 2023 at 7:00 p.m.



Marisa Santangelo, Board Secretary

Date approved