

ELMWOOD PARK PUBLIC LIBRARY
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
NOVEMBER 15, 2018

1. President Carole Bilbo called the meeting to order at 8:01 p.m.

2. Upon roll call the following were present:

Present: Trustees Carole Bilbo, Chris Pesko, Elsa Volpe, Marissa Santangelo, and Michelle Mondia

Absent: Trustees Peter Fosco and Diana Gordon

Also present: Director Tiffany Verzani, Assistant Director Jason Stuhlmann, and Office Manager Maureen Delaney

3. Carole Bilbo read the account balances as presented:

- a. GF Balance \$692,311.19 as of October 31, 2018
- b. BF Balance \$219,694.53 as of October 31, 2018
- c. Gift Fund Balance \$3,384.99 as of October 31, 2018
- d. GF (YTD) Expenditures \$871,259.08 as of October 31, 2018

4. Carole Bilbo presented the consent agenda:

- a. Minutes of the Board Meeting, October 18, 2018
- b. Approval of payroll for December 2018
- c. Acknowledge Treasurer's report
- d. Approval IMRF check for November 2018
- e. Approval of General Fund Disbursements for November 2018
- f. Approval of Transfers for October 2018

A motion was made by Chris Pesko, and seconded by Michelle Mondia, to approve the consent agenda. Upon roll call the Board voted as follows:

Ayes: 5 Nays: 0 Absent: 2
Motion carried.

5. Correspondence: Marisa read a note from the Special Events Committee thanking the Board for their support.

6. Public participation: none

7. Director's Report

- a. Jason updated the Board on the strategic plan progress.
- b. Tiffany reviewed the events of the annual Staff Development day.

8. Building Committee

- a. Bids were opened today for the lobby redesign process.
- b. Tiffany Nash will review the winning bid and make sure it meets all the requirements.
- c. The Committee will have a proposal and action item for the December's Board meeting.

9. By-Laws/Goals/Policy/Personnel Committee: no report

10. Finance Committee

a. Transfer Savor the 70's profit to Gift Fund Super Now

A motion was made by Elsa Volpe, and seconded by Chris Pesko, to transfer \$6252.00 from the General Fund Super Now into the Gift Fund Super Now. This is the profit made from the Savor the 70's event. Upon roll call the Board voted as follows:

Ayes: 5 Nays: 0 Absent: 2
Motion carried.

11. Unfinished Business: none

12. New Business

a. Board of Trustees 2019 Meeting Calendar

A motion was made by Chris Pesko, and seconded by Michelle Mondia, to accept the 2019 Meeting Calendar as presented in the Board packet. Upon roll call the Board voted as follows:

Ayes: 5 Nays: 0 Absent: 2
Motion carried.

b. Staff Holiday Recognition

A motion was made by Chris Pesko, and seconded by Michelle Mondia, to give each staff member a \$40 gift card.

Upon discussion, Chris amended his motion to give each staff member a \$50 gift card, and Michelle seconded this.

Upon roll call the Board voted as follows:

Ayes: 5 Nays: 0 Absent: 2
Motion carried.


c. Tiffany reminded the Board to review Trustee Fact Files Chapters 9 and 10

A motion was made by Chris Pesko, and seconded by Michelle Mondia to adjourn the meeting at 8:40 p.m.

The next regularly scheduled Board meeting will be held December 20, 2018 at 8:00 p.m.



Marisa Santangelo, Board Secretary


Date approved