

Franklin Park Public Library District
Regular Board Meeting of December 11, 2018

The Board meeting was called to order by Board President Grieshamer at 7:35 p.m.

Board members present: Kay Frey, Frank Grieshamer, Erica Lazcano, Joseph Reyes, and Michael Vallone

Board members absent: Jessica Krieter and Teresita Zaretsky

Staff members present: Marie Saeli, Executive Director; Vanessa Morrison, Assistant Director; and Stan Monkus, Business Manager

Disposition of Minutes

Frey moved and Reyes seconded that the minutes of the November 13, 2018, Regular Board meeting be approved. Motion #1 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Abstain.

Public Comment

There was no public comment.

Financial Reports and Approval of Expenditures

Vallone read the financial report.

Frey moved and Lazcano seconded that checks #22256 through #22314 disbursed from the US Bank checking account, totaling \$55,139.77; payroll liabilities, including payroll taxes, totaling \$74,047.19; the October IMRF payment made in November of \$6,734.53; for a total of \$135,921.49 be approved. Motion #2 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye.

Communications

There were no communications.

Committee Reports

There were no committee reports.

Executive Director and Staff Reports

Saeli's written report to the Board, which included meetings held and attended, was included in the Board packet. Circulation Services, Public Services, and Technical Services departmental reports were also included in the Board packet.

Saeli also reported on the recently released *Library Journal* rankings. The District's rank declined for the first time since 2009. In 2017, the District's rank was 912; this year it is 804. Several area libraries were lower in the rankings than in 2017.

Fewer people physically coming into the library and circulation of physical items has declined. Use of the public computers is still popular, but not as popular as in previous years. On the other hand, use of electronic sources is increasing, and people do not have to come into the library to use those. Electronic

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resources can be accessed from home. The impact of e-Media on library visits needs to be considered when calculating the ranking.

Unfinished Business

Annex

There was no new information to discuss.

New Business

Audit

The Board reviewed and discussed the financial report for fiscal year 2017-2018. Frey moved and Reyes seconded that the audit for fiscal year 2017-2018 be accepted. Motion #3 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye.

Levy Ordinance

The proposed levy numbers were determined using (1) the appropriation numbers from the current Budget and Appropriations Ordinance and (2) the target of not exceeding 105% of last year's tax extension. By adhering to the latter, a public hearing was not required.

Frey moved and Lazcano seconded that "An Ordinance Providing for the Levying and Assessment of Taxes by the Franklin Park Public Library District, Cook County, Illinois, for the Fiscal Year Beginning July 1, 2018, and Ending June 30, 2019" be adopted. Motion #4 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye.

DVD Loan Limit

Reyes moved and Frey seconded that the total DVD titles allowed per library card be increased to 10 (ten), while retaining the limit on NEW DVD titles to 2 (two) per library card. Motion #5 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye.

Michael Vallone left the meeting at 8:14 p.m.

Server Upgrade

Sikich is ready to complete the final phase of the District's server upgrade. Part of the operation can be run overnight, but part of the operation will affect business hours. While files are being transferred, both staff and public computers will not have Internet access for 3-4 hours. Coincidentally, SWAN is completing a consortium wide server upgrade that will disrupt services to the public for several hours. Saeli proposed that the District's upgrade be scheduled for the same day as the consortium upgrade so that services to the public would be disrupted on one day only.

Frey moved and Lazcano seconded that a late opening for the Library be approved on or about Monday, January 14, 2019, to accommodate the server upgrades. Motion #6 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Reyes – Aye.

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Closed/Executive Session

An executive session was not called.

Adjournment

Frey moved and Lazcano seconded that the meeting be adjourned. Voice vote.

The meeting adjourned at 8:20 p.m.