

**Bensenville Community Public Library Board Meeting**

Meeting Minutes  
September 18, 2017

**CALL TO ORDER:**

The Board of Trustees of the Bensenville Community Public Library District held a Public Hearing on Monday September 18, 2017. The meeting was called to order at 7:30 pm by Susan Diamond, President.

**Trustees Present:** Mandi Zalewski, Linda Weiss, Jim Ricker, Susan Diamond, Susan Earley, Tina Lux, Kathy Quinn

**Trustees Absent:** None

The Chair verified the existence of a quorum.

**Also Present:** David Sieffert, Tekolya Brown, Sue Feddersen, Chris Sloan Kelly Watson

**PUBLIC HEARING:**

The Chair opened the Public Hearing at 7:30 p.m. on the Certification of Public Notices

Tentative Budget and Appropriation for the fiscal year July 1, 2017-June 30, 2018 from taxes to be levied for the year 2017.

The Secretary verified the Certification of the following legal notices:

- 1) Board approved Tentative Budget and Appropriation July 17, 2017
- 2) Publication of Legal Notice of 30-day public inspection and public hearing in the Bensenville Independent July 27, 2017.

The Secretary presented the Combined Annual Budget and Appropriation Ordinance No. 980-17

The Chair declared the meeting open for discussion.

**MOTION:** Zalewski moved to open the meeting for discussion. Seconded by Ricker.

Roll Call:  
Aye: Zalewski, Weiss, Diamond,  
Earley, Ricker, Lux, Quinn  
Nay: None  
Absent: None

**Open Discussion:**

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The Chair closed the Public Hearing at 7:31 p.m.

**MOTION:** Zalewski moved to close the Public Hearing at 7:32 pm. Seconded by Ricker.

Roll Call:  
Aye: Zalewski, Weiss, Diamond,  
Earley, Ricker, Lux, Quinn  
Nay: None  
Absent: None

**Bensenville Community Public Library Board Meeting**

Meeting Minutes  
September 18, 2017

**CALL TO ORDER:**

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The Board of Trustees of the Bensenville Community Public Library District held a regular meeting on Monday September 18, 2017. The meeting was called to order at 7:33 pm by Susan Diamond, President.

**Trustees Present:** Mandi Zalewski, Linda Weiss, Jim Ricker, Susan Diamond, Susan Earley, Tina Lux, Kathy Quinn

**Trustees Absent:** None

**Also Present:** David Sieffert, Tekolya Brown, Sue Feddersen, Chris Sloan Kelly Watson

**HEARING OF DELEGATIONS:**

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None

**APPROVAL OF MINUTES:**

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**MOTION:** Weiss moved to approve the minutes of the August 21, 2017 Regular Meeting Seconded by Zalewski

Roll Call:

Aye: Zalewski, Weiss, Diamond,  
Earley, Ricker, Lux, Quinn

Nay: None

Absent: None

**APPROVAL OF CHECKLISTING:**

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**MOTION:** Earley moved to approve checks # 61707-61823 for a total amount of 131,331.17 Seconded by Ricker.

Roll Call:

Aye: Zalewski, Weiss, Diamond,

Earley, Ricker, Lux, Quinn  
Nay: None  
Absent: None

The Chair directed the Treasurer's Report for the month of August 2017 be filed for audit.

**RESOLUTION NO. 972-17, ESTIMATE OF FUNDS:**

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**MOTION:** Earley moved to approve Resolution No. 972-17 Estimate of Funds  
Seconded by Zalewski.

Roll Call:  
Aye: Zalewski, Weiss, Diamond,  
Earley, Ricker, Lux, Quinn  
Nay: None  
Absent: None

Motion approved and carried unanimously.

**ORDINANCE NO. 980-17, COMBINED ANNUAL BUDGET AND  
APPROPRIATION ORDINANCE:**

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**MOTION:** Earley moved to approve Ordinance No. 980-17 Combined Annual  
Budget and Appropriation Seconded by Zalewski.

Roll Call:  
Aye: Zalewski, Weiss, Diamond,  
Earley, Ricker, Lux, Quinn  
Nay: None  
Absent: None

Motion approved and carried unanimously.

**CERTIFIED ESTIMATE OF REVENUES BY SOURCE:**

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**MOTION:** Earley moved to approve Certified Estimate of Revenues by Source  
Seconded by Zalewski.

Roll Call:  
Aye: Zalewski, Weiss, Diamond,  
Earley, Ricker, Lux, Quinn

Nay: None  
Absent: None

Motion approved and carried unanimously.

**DISCUSSION:**

**POLICY COMMITTEE MEETING 9/18/17:**

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The members met and discussed the Gift policy, and determined that no action is needed at this time. The Ethics policy will require further review and Sieffert will present a policy at the October meeting.

The members proposed a Patron letter sent home with minors who violate library policies and is considering a letter for Adults as well.

SWAN new system requires patron birthdate to be entered in system for library card renewal, which may require a new policy.

Social Media and what is allowed by employees and Trustees. Official policy will be presented to Board at October meeting.

**ILA, TRUSTEE DAY 10/12/17:**

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Trustees Diamond and Quinn plan to attend.

**IGA-NDSEC:**

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Will be an action item at the next board meeting.

**INFORMATION:**

Library Staff Reports (attached)

Statistics (attached)

**AFFILIATIONS:**

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**BIG-** Administrators met. Sieffert spoke with Ongtengco. They discussed an opportunity for high school students to get high school diploma through an online program in partnership with RAILS.

Other libraries have implemented it and Sieffert thinks it would be a great partnership.

Also discussed ways to revamp local history program and branding.

## **BENSENVILLE COMMUNITY FOUNDATION-**

Will meet on September 28, 2017.

### **RAILS/MAGIC-**

SWAN is sponsoring a cataloging course at Dominican University, Feddersen and another Technical Services employee will attend.

### **Library Programs and Services:**

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#### **Adult Services Update:**

Sloan is excited about the programming for Hispanic Heritage month. The Sones de Mexico program had a great turnout with over fifty patrons. Some upcoming programs include:

Turning the Tide: The Gettysburg Campaign, September 24, 2017:

Traditional Mariachi Music October 7, 2017:

Fright Night Double Feature- October 13, 2017:

#### **Youth Services Update:**

Department is rolling out monthly programs to accompany the many weekly programs provided. Playgroups have increased, so going forward there will be two Youth Services employees at program.

Local Children's Author and Storyteller: R. C. Ontiveros, - October 4, 2017:

### **COMMUNITY INFORMATION:**

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#### **Rotary Social- September 21, 2017:**

Will host quarterly social with approved liquor license from Village of Bensenville.

#### **Hands on the Arts at Fischer Farm- September 23, 2017:**

Will be held from 12-6pm.

#### **Trunk or Treat- October 24, 2017:**

This is the first time for a community wide program. MB Financial will sponsor. All three District#2 PTA programs will participate as well as well as local

community organizations. There will be 20-30 trunks. There will be busses to all three schools. The turnout is expected to be great.

**MOTION:** Weiss moved to go into Closed Session at 8:04p.m. For the purpose of appointment, employment, compensation, discipline, performance, or dismissal of specific employees (5 ILCS 120/2c.1). Seconded by Zalewski.

Roll Call:  
Aye: Earley, Zalewski, Weiss,  
Diamond, Ricker, Lux, Quinn  
Nay: None  
Absent: None

**MOTION:** Ricker moved to come out of closed session at 8:14pm. Seconded by Earley.

Roll Call:  
Aye: Earley, Zalewski, Weiss,  
Diamond, Ricker, Lux, Quinn  
Nay: None  
Absent: None

**ADJOURNMENT:**

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**MOTION:** Zalewski moved to adjourn the meeting at 8:14 and Seconded by Quinn and carried unanimously.

Roll Call:  
Aye: Earley, Zalewski, Weiss,  
Diamond, Ricker, Lux, Quinn  
Nay: None  
Absent: None

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Tina Lux, Secretary