

Bensenville Community Public Library Board Meeting

Meeting Minutes
January 15, 2018

CALL TO ORDER:

The Board of Trustees of the Bensenville Community Public Library District held a regular meeting on Monday January 15, 2018. The meeting was called to order at 7:30 p.m. by Susan Diamond, President.

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

Trustees Absent: None

Also Present: David Sieffert, Chris Sloan, Tekolya Brown, Sue Feddersen, Amanda Carr

HEARING OF DELIGATIONS:

None

APPROVAL OF MINUTES:

MOTION: Weiss moved to approve the minutes of the December 19, 2017 Regular Meeting. Seconded by Quinn as amended.

Roll Call:

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

Nay: None

Absent: None

APPROVAL OF CHECKLISTING:

MOTION: Earley moved to approve checks #62181-62229 for a total amount of 122,919.60 Seconded by Quinn.

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

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

DISCUSSION:

BROKEN PIPE IN COMPUTER LAB RESULTING IN INSURANCE CLAIM:

Repairs 95% complete. Need to complete painting and reinstall crown molding. \$1000.00 deductible, no adjustor. Sieffert is handling it.

MIGRATION OF PAYROLL:

Margaret Borla from Porte Brown came out and trained Sieffert, Brown and Feddersen on the QuickBooks System. There will now be multiple people trained. Automatic payroll tax checks now need to be entered manually.

**NEW SPANISH LANGUAGE WEBSITE
([HTTP//ESPANOL.BENLIB.ORG/](http://ESPANOL.BENLIB.ORG/)):**

The Marketing Coordinator Samantha Parkison and the Spanish Language Liaison Alex Brotsos collaborated to create a separate website for the Library entirely in Spanish.

NEW COMPUTER MONITOR POSITION:

Hired Jonathan Brown a Senior at Fenton and will be starting soon.

COMPUTER UPDATES:

Failover internet device – wireless device plugged into server will keep Library with internet service if main device goes down. Will replace 15 % of computers each year. Salvage parts or components when possible. Will purchase only business grade computers.

CELEBRATION OF SERVICE JANUARY 21, 2017:

Staff appreciation will be held at Punchbowl Social on January 21, 2018 from 6-9pm. There have been 44 rsvp's received.

INFORMATION:

Library Staff Reports (attached)
Statistics (attached)

AFFILIATIONS:

BIG- Board did not meet.

BENSENVILLE COMMUNITY FOUNDATION- Met January 7,2018.
The Human Race will be held on April 28, 2018. \$25.00 to \$30.00 to run.
Donations can be made at dupagehumanrace.org.

RAILS/MAGIC- Duplicate patron records have been removed.
Staff will received 4 of 5 trainings.
Patrons will not see much of a change, but there will be information in the Program Guide and community newsletter.

Library Programs and Services:

Meditation and Forgiveness- January 20,2018
Heart String Art- January 30, 2018
Mardi Gras @ the Library- February 9, 2018

Adult Services Update: All programming and scheduling has been completed for the Spring and Summer. Library has two copies of Fire & Fury. One is on the quick pick list. Has to be checked out in person.

Youth Services Update: Department met to finalize Summer Reading.
Amanda and Parish will work on Teen programming.
There has been a seamless transition with the new Youth Services Manager.

COMMUNITY INFORMATION:

Bensenville Police Department Crime Prevention Programs- Third Thursday of every month at BPD- English and Spanish presentations with different topics each time.

ADJOURNMENT:

MOTION: Earley moved to adjourn the meeting at 8:14 pm. Seconded by Quinn.

Motion approved and carried unanimously.

Roll Call:

Aye: Weiss, Ricker, Lux,

Quinn, Zalewski, Earley, Diamond

Nay:

Absent:

Tina Lux, Secretary