

**Bensenville Community Public Library Board Meeting**

Meeting Minutes

July 17, 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 July 17, 2017. The meeting was called to order at 7:30 pm by Susan Diamond, President.

**Trustees Present:** Jim Ricker, Susan Diamond, Tina Lux,  
Kathy Quinn

**Trustees Absent:** Linda Weiss, Mandi Zalewski, Susan Earley

The Chair verified the existence of a quorum.

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

**Also Present:** Allan Devitt

**Hearing of Delegations:** None

**APPROVAL OF MINUTES:**

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**MOTION:** Quinn moved to approve the minutes of the June 26, 2017 Regular Meeting. Seconded by Ricker.

Roll Call:

Aye: Diamond, Ricker,  
Lux, Quinn

Nay: None

**Absent:** Weiss, Zalewski, Earley

**APPROVAL OF CHECK LISTING:**

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**MOTION:** Quinn moved to approve checks #61477-61580 for a total amount of \$129,479.20 Seconded by Ricker.

Roll Call:

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

The Chair directed the Treasurer's Report for the month of June 26, 2017 to be filed for audit.

Motion approved and carried unanimously.

Earley arrived at 7:35 pm.

**ORDINANCE No. 978-17- DETERMINING TO LEVY AN  
ADDITIONAL .02%:**

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Earley moved to approve Resolution 978-17 Determining to Levy an Additional .02% for 2017-2018. Seconded by Ricker.

Roll Call:

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

Motion approved and carried unanimously.

**ORDINANCE No 979-17- ESTABLISHING MEETING DATES:**

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Ricker moved to approve Resolution 979-17 Establishing Meeting Dates. Seconded by Quinn.

Roll Call:

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

Motion approved and carried unanimously.

**TENTATIVE BUDGET AND APPROPRIATION:**

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Earley moved to approve the Tentative Budget and Appropriation. Seconded by Ricker.

Roll Call:

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

Motion approved and carried unanimously. To be placed on file for 30 days.

**CLOSING FOR STAFF IN SERVICE FRIDAY AUGUST 25, 2017:**

Ricker moved to approve motion to close the library on August 25, 2017 for Staff In-Service Day. Seconded by Earley.

Roll Call:

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

Motion approved and carried unanimously.

**APPROVE SECRETARY'S AUDIT:**

Quinn moved to approve Secretary's audit. Seconded by Ricker.

Roll Call:

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

Motion approved and carried unanimously.

**DISCUSSION:**

**SEAL COATING, SPEED BUMPS IN PARKING LOT:**

It is time for annual seal coating. Previous company will not be returning. Sieffert is also looking for quotes to install a speed bump in the North parking lot. There has been an influx of speeding through the parking lot since the beginning of construction. Hoping to safeguard against any potential accidents for patrons and staff.

The speedbump will be a temporary one that can be removed for plowing during the winter months. The Trustees all agreed installation would be a good idea.

## **GREEN TEEN ZONE STATUS:**

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Sieffert is looking for direction from Trustees on how to proceed with the Green Teen Zone.

The library would want to hire an employee to work full-time to keep this vital after-school service running. However, there is concern that the building would need to be staffed by two employees to adequately staff. Consensus that there needs to be multiple adults during open hours for coverage. The library can afford to hire one employee, would need assistance from other inter-governmental agencies to assist with coverage.

Trustees and Sieffert agree to try a temporary arrangement for the time being. Library staff will run two programs per month free of charge during the upcoming school year instead of taking on ownership. Both Village and Library will reassess at end of next school year.

## **JO JASPER DISCOVERY DAY TENTATIVE SCHEDULE:**

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There will be a presentation on mental illness from NAMI DuPage in the morning, followed by a presentation for Project Care, a volunteer tutoring service.

The afternoon will include a presentation on harassment by LIRA, who handles the library's liability insurance. The day will conclude with staff book discussion groups. The trustees are encouraged to attend.

**BIG-** Rich Johnson was elected President. The meeting was short. The administrators will meet again in August.

**BENSENVILLE COMMUNITY FOUNDATION-** Members will meet on the last Thursday of July. Going forward they will meet every other month.

**RAILS/MAGIC-** There will be a system update at midnight July 17, 2017. This will fix bugs and line up with SWAN. Migration date to SWAN has changed to May 1, 2018. It may change again. The cost is covered by MAGIC.

## **Library Programs and Services:**

### **Adult Services Update:**

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In the Fall, Brotsos will be hosting soccer watch parties in Spanish with refreshments.

Working on periodicals tracking. All magazines and newspapers read but not checked out will go into specified bins and counted later. This will ensure a more accurate count of use per day.

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**Youth Services Update:**

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One week left of Summer programs. The department is gearing up for Fall programming. Kindergarten Bootcamp registration starts August 1, 2017.

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**Craftmas in July – July 25, 2017**

**Summer’s End Beading Soiree:** August 3, 2017 at 7:00 pm  
Participants will be making stretchy bracelets with tassels.

**Fall/Winter Program Guide:** The new guide will be available August 1, 2017

**COMMUNITY INFORMATION:**

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**Chamber of Commerce New Teacher Breakfast** – The date is not yet set. Breakfast will be held at Fenton High School. The library will host a table, and the Trustees are invited.

**B Well Bensenville:** Will be held September 16, 2017. The library will host a table, and provide additional sponsorship.

**ADJOURNMENT:**

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**MOTION:** Earley moved to adjourn the meeting at 8:29 p.m. Seconded by Ricker and carried unanimously.

Roll Call:

Aye: Diamond, Ricker,  
Earley, Lux, Quinn

Nay: None

Absent: Weiss, Zalewski

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Tina Lux, Secretary