

Bensenville Community Public Library Board Meeting

Meeting Minutes

August 26, 2019

CALL TO ORDER:

The Board of Trustees of the Bensenville Community Public Library District held a Regular Meeting on Monday August 26, 2019. The meeting was called to order at 7:30 pm by Linda Weiss, President.

Trustees Present: Linda Weiss, Mandi Zalewski, Kathy Quinn,
Tina Lux, Jim Ricker, Carlos Aviles

Trustees Absent: Susan Earley

The Chair verified the existence of a quorum.

Also Present: David Sieffert, Sue Feddersen, Chris Sloan,
Kyrie Kenny-Sumrak, Tekolya Brown

HEARING OF DELEGATIONS:

None

APPROVAL OF MINUTES:

MOTION: Quinn moved to approve the minutes of the July 22, 2019 Regular Meeting. Seconded by Ricker.

Roll Call:

Aye: Quinn, Zalewski, Ricker
Aviles, Lux, Weiss

Nay: None

Absent: Earley

APPROVAL OF CHECK LISTING:

MOTION: Zalewski moved to approve checks for Month of August for a total amount of \$146,944.97 Seconded by Quinn.

Roll Call:

Aye: Quinn, Zalewski, Ricker
Aviles, Lux, Weiss

Nay: None
Absent: Earley

The Chair directed the Treasurer's Report for the month of July 22, 2019 filed for audit.

Motion approved and carried unanimously.

APPROVAL OF COMMITTEE OF THE WHOLE PROPOSAL:

Will decide in May on a date. This will eliminate three separate meetings.
Will have one extended meeting.

MOTION: Zalewski moved to approve the Committee of the Whole Proposal.
Seconded by Quinn.

Roll Call:

Aye: Quinn, Zalewski, Ricker
Aviles, Lux, Weiss

Nay: None
Absent: Earley

Earley arrived at 7:37pm

DISCUSSION:

JO JASPER DISCOVERY DAY RECAP:

Greg Smith and Nicole Melquist from NDSEC gave an overview of program. Spoke on how to develop and expand program. He gave best practices for working with the students and information on what some of the disabilities are and how they affect the care needed and given.

Officer Wilson and Banks of the Bensenville police department went over ALICE Training (active shooter) with staff. A difficult subject, but necessary for all employees. Police gave some practical solutions to use in the event of an active shooter. Staff handled topic well, had questions, and appreciated the lessons learned.

Next, employee Elizabeth Morris who is the Digitization Specialist gave a presentation on the newly organized local history collection and some facts about

preserving documents and pictures. Her next venture will be to collect oral histories from Bridgeway.

During lunch, staff received the newly designed policy manual and engaged in know your library trivia. In the afternoon, Alix Tongard from the DuPage Children's Museum gave an interactive presentation on the importance of play for learning with children.

The day wrapped up with group book discussions on the Bensenville Reads book *The Distance Between Us* by Reyna Grande.

Afterwards many employees stayed for an after-hours ice-cream social with games.

FALL WINTER PROGRAM GUIDE:

The new fall/ winter program guide is available. As always, it highlights important services such as passport registration, notary services, and faxing. Also highlights special programs such as Hispanic Heritage Month, book clubs, crafting, trivia, and free film events from Youth Services. There are also new programs for teens this year.

The Spanish program guide will be available at the beginning of September. This will be completely in Spanish and exactly as the English version.

WEBSITE, CALENDAR, AND APP UPDATES:

Marketing Coordinator Samantha Parkison has been working on a few changes to the library website. The catalogue search bar is now at the top of the page. This will eliminate a few extra clicks for patrons. There are links to the digitization archive under local history.

The Instagram feed is included on the website.
The children's and adult pages are now separate, which makes it more readable.

A new online calendar through Demco allows everything to be color coded by event so that patrons can filter and search by event type.

The library's previous mobile app is being phased out. The updated version has a barcode and patrons do not need to have their library card.

BUILDING UPDATES; TENTATIVE BIDDING SCHEDULE:

A draft of contract for ceiling and sprinkler heads was sent over to counsel for review. This will go out to bid soon. An ad will be published in the Herald at the end of the week. Bids will be accepted on September 18, 2019 and winning bid will be brought to the Board Meeting on September 23, 2019.

Sieffert has also been working with carpet vendors to identify products that may be used for upcoming carpeting project.

AFFILIATIONS:

BIG- Held a meeting last month. Seiffert and Dr. Stelter were the only attendees. They discussed possibility of hiring a community student the school district would employ. This would be beneficial marketing for the community.

BENSENVILLE COMMUNITY FOUNDATION- Committee will meet in September.

RAILS/SWAN- Working to clean up missing in transit list. Shelves are checking shelves to find missing materials. Sieffert and Feddersen presented at conference, was well received.

Library Programs and Services:

Adult Services Update:

September begins the new programming cycle, with an Apollo 11 presentation, investment presentation. Already beginning the spring programming cycle talks.

Youth Services Update:

Tuesday's are early dismissal days, and the Center for The Gifted will come and do a program for students. Over 50 students showed up for the dry ice presentation. They initially were scheduled to do three programs but decided that they will continue through December. The school district renewed security guard and EGIS Security will return. Ryan, the main officer has good rapport with staff and students.

September 11, 2019 FIRST RESPONDER GRATITUDE BAGS:

Currently collecting donations of travel size items of lip balm, hand sanitizer and lotions. Will also include snacks and crossword books. Items will be donated to the Bensenville Fire and Police departments. On September 11th kids can make thank you cards, adults can bring in additional items and contribute.

NORTHEAST DUPAGE VOLUNTEER SOCIAL, FRIDAY SEPTEMBER 13, 2019:

15-16 organizations will have tables set up with information on services provided. There will be appetizers and alcoholic beverages provided at special reception hour.

TEEN JUSTICE LEAGUE:

Community service opportunity for Fenton students. This will help students meet some the required volunteer hours before graduation. Students will have pizza and help with the September 11th program. They will meet once a month, with a different project.

COMMUNITY EVENTS:

Frida Fest, Sunday September 8, 2019 Lakeside Pavilion, College of DuPage-Frida Kahlo exhibit.

ADJOURNMENT:

MOTION: Lux moved to adjourn the meeting at 8:30 p.m. Seconded by Zalewski and carried unanimously.

Roll Call:

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

Nay: None

Absent: None

Tina Lux, Secretary