

Bensenville Community Public Library Board Meeting

Meeting Minutes
December 16, 2019

The Board of Trustees of the Bensenville Community Public Library District held a Regular Meeting on Monday December 16, 2019. Linda Weiss, President, called the meeting to order at 7:30 pm.

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,
Tekolya Brown

HEARING OF DELEGATIONS:

None

APPROVAL OF MINUTES:

MOTION: Quinn moved to approve the minutes of the November 25, 2019 Regular Meeting. Seconded by Zalewski

Roll Call:

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

Nay: None

Absent: Earley

APPROVAL OF CHECK LISTING:

MOTION: Zalewski moved to approve checks for December 1-31, 2019 for a total amount of \$164,567.68. 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 October 2019 filed for audit.

Motion approved and carried unanimously.

Earley arrived at 7:35 pm.

ACCEPTANCE OF BID FOR 2020 CARPETING PROJECT:

Noland Sales came in \$500.00 under estimate and will do the work themselves. Sieffert will stay in contact, and get carpet ordered. The company plans to start in early February.

MOTION: Zalewski moved to accept the carpeting bid. Seconded by Lux.

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

Motion approved.

ENACT TAX LEVY ORDINANCE NO. 993-19:

MOTION: Lux moved to enact Tax Levy Ordinance No. 993-19 Seconded by Quinn.

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

Motion approved.

DISCUSSION:

**REVIEW OF CHAPTER 11-14, PUBLIC SERVICES: REFERENCE AND
READER'S ADVISORY SERVICES OF SERVING OUR PUBLIC 3.0
STANDARDS FOR ILLINOIS PUBLIC LIBRARIES 2014:**

Per capita grant requirement to review chapters as assigned.
Continuing education for trustees is important. Can attend local seminars
anytime. Sieffert can bring in speakers. A visit to another library's board meeting
could be useful.

**PRESENTATION BY ELIZABETH MORRIS ON LOCAL HISTORY
DIGITIZATION PROJECT UPDATE:**

Morris has been working hard over the past 13 months to bring order to the
historical collection at the library. The physical collection was in disarray. She
assessed collection, began organizing. She has catalogued materials into subjects.
Some collections are larger than others. She also created categories and sub-
categories. . She was able to weed out duplicates. This has created a fluid
taxonomy that can be updated or changed over time. She has digitized thousands
of images. Prefers photography over scanning.

Now the collection can be searched, by either digital meta data or the physical
collection. There are now 1068 items in the Illinois Digital Archive. Morris plans
to present the collection to the public in the spring. During National Library
Week, patrons can bring in personal items and she can explain how to preserve it.

CONSTRUCTION UPDATE:

Painting is complete. Children's department looks great. Mosaic pattern on wall.
Carpeting is next; also \$10,000.00 is earmarked for furniture. New chairs more
casual seating.

NEW YEAR POTLUCK, SUNDAY JANUARY19, 2020 at 5:30pm:

Will be held at the library, a nice intimate setting. Each department will
contribute. Trustees will bring desserts.

INFORMATION:

BIG- Meets December 19, 2019.

BENSENVILLE COMMUNITY FOUNDATION- Quinn missed meeting, only three of 11 board members attended. No new discussions.

RAILS/SWAN- Updates set for December 17, 2019.

LIBRARY PROGRAMS AND SERVICES:

Late Night Finals 12/17/19, 12/18/19, and 12/19/19- Staff will stay until 11:00pm so Fenton students may study. This is held in winter and spring.

Craft-a-palooza 1/15/20- Adults and kids crafts combined. Program will consist of all old crafts. Gives patrons opportunity for re-dos or missed events.

Chinese New Year- Family event. Last year's event had a large turnout. Expect the same this year. There will be treats and stories.

Adult Services Update:

Working on filling open position. Finishing programming cycle for spring and summer. Slowed down on ordering and weeding un-circulated materials.

Youth Services Update:

Visit with Santa went well. Tickets at door made it go smoothly.

COMMUNITY EVENTS:

Tioga Winter Holiday Concert 12/19/20 at 6:30pm
Bensenville Park District Free Fitness Week 1/8/20-1/12/20

ADJOURNMENT:

MOTION: Zalewski moved to adjourn the meeting at 8:23 p.m. Seconded by Aviles and carried unanimously.

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

Tina Lux, Secretary