

**ELMHURST PUBLIC LIBRARY**  
BOARD OF TRUSTEES MEETING  
February 21, 2017  
Kossmann Room, 7:00 p.m.

LWV observer: A. Armstrong

**1. A quorum being present, President Baker called the meeting to order at 7:00 pm.**

**2. Introduction of Visitors** - There were two visitors.

**3. Public comment** - No comments were made.

**4. Approval of Regular Meeting Minutes** - January 17, 2017. Minutes were unanimously approved.  
ATTACHMENT A.

**5. Approval of the February 21, 2017 Accounts Payable** was unanimously approved. ATTACHMENT B.

**6. Reports** -

**a. Financial** - budget is on target. ATTACHMENT C

**b. Director** - The library participated in the international Social Media Campaign, #DayofFacts." This campaign was developed to show that "Libraries are trusted sources for truth & knowledge."  
ATTACHMENT D

**c. There was no President's Report.**

**7. Unfinished Business** -

a. Tour of Makerspace - tour will take place at conclusion of this meeting.

**8. New Business**

**a. Approval of 2016 Annual Report** - Trustee Sadowski questioned why the term "fringe benefits" was used in the report. It was explained by Director Harper that the Library did not prepare the questions. The term refers to health insurance, pensions, etc.; not cars, bonuses, etc. The motion was unanimously approved.

ATTACHMENT E.

**b. Adoption of Annual Resolution for Reserve Funds** - The motion was unanimously approved.  
ATTACHMENT F

**c. Financial Plan/Engineering Study** - the plans were presented and will be discussed again at a later meeting. Director Harper told the Board to plan on the two studies costing about \$25,000 for both.

ATTACHMENT G

**d. Passport Acceptance Facility** - the Circulation Manager reported on the Library becoming a Passport Acceptance Facility. She felt it would be a great service to add. The service would have to be offered all the hours that the Library is open and parking is already an issue. There is an application process and there is a possibility that the Library could be refused. The Board had a robust discussion but decided against it. Trustee Iaconno asked that the idea be revisited at another time.

ATTACHMENT H

**e. Approval to Purchase computers** for Public Information Department. The Board unanimously approved the purchase.

ATTACHMENT I.

**f. Other** - The American Library Association conference is going to be held in Chicago this summer. The Board was invited to attend this conference.

A tour of the Makerspace was conducted. The studs are up and the space is starting to take shape. Construction is scheduled to be completed in April, 2017.

**The meeting was adjourned at 8:21pm By President Baker.**

ATTACHMENTS are available at Library Website: [elmhurstpubliclibrary.org](http://elmhurstpubliclibrary.org)