

Elmhurst Library Board Meeting

October 20, 2015

Attending: All Board members except Linda Wheaton. No members of the public.

Observer: Mayra Mendez

Kossmann Room, 7:00-9:51pm

I. **Meeting is called to order by Marsha Baker**

II. **Public Comment-** No Public Comment

III. **Approval of the minutes from September 15, 2015-** All board voted in favor (ATTACHMENT A)

IV. **Approval of the October 20, 2015 Accounts Payable** (ATTACHMENT B)

Motion of approval Made by Monica Iacono followed by the rest of the board.

V. **Reports**

A. Financial Report-

(ATTACHMENT C)

Director Mary Beth Campe briefly went over her report. She mentioned that under "Capital Outlay", the library is under budget for the second floor remodel, but this is incorrect because the project was actually over the expected budget, which the board was aware of, due to monthly updates. The project is about \$7,000 over because the project was expanded over the course of two years.

Library Utilities

Electric- The library does not pay for electricity, and the gas to heat the building is subsidized by the City of Elmhurst.

B. Director's Report:

(ATTACHMENT D)

Director Campe updated the board on the success of the remodel of the second floor. The atmosphere of the library and the current needs of people who visit libraries are changing, thus the remodel's increased number of study rooms made more available, and since the remodel every room added has been used. There are still a few things that need to be done, such as the lighting, but this will be included in next year's budget.

On November 9th, 2015 the library board will be presenting the budget to city council. It is optional for the Board to attend the meeting.

The cursive writing workshop was successful. The class was an initiative of a patron of the library.

VI. New Business

A. Met with Will Cotton- Facilities Department Head

Mr. Cotton gave an overview of his responsibilities and his department as a whole. He also spoke about the department's involvement in the remodeling project for the second level. He spoke of his work and the collaborating groups such as the city of Elmhurst.

B. Review: Personnel Policy (ATTACHMENT E)

The Elmhurst Library must provide an updated version of personnel policies given to the library staff every 4 years with the consent of the board. At the meeting the board went through each change and Director Campe was able to provide details as to the updates. She stated that the adjustments to the policies are intended mostly to increase benefits to the staff members. There was some discussion of the Introduction to the revised Policy document, where Board Chair Marsha Baker disagreed with the wording stating that employees can be terminated with or without cause. She felt this was unjust for employees. Other members of the board felt it was necessary to use these words, and as a result of a vote this section was not eliminated.

VII.Meeting adjourned

ATTACHMENT A- <http://elmhurstpubliclibrary.org/lib/wp-content/uploads/ATTACHMENT-A26.pdf>

ATTACHMENT B- <http://elmhurstpubliclibrary.org/lib/wp-content/uploads/ATTACHMENT-B26.pdf>

ATTACHMENT C- <http://elmhurstpubliclibrary.org/lib/wp-content/uploads/ATTACHMENT-C28.pdf>

ATTACHMENT D- <http://elmhurstpubliclibrary.org/lib/wp-content/uploads/ATTACHMENT-D25.pdf>

ATTACHMENT E- <http://elmhurstpubliclibrary.org/lib/wp-content/uploads/ATTACHMENT-E24.pdf>