

ENGLEWOOD LIBRARY BOARD OF TRUSTEES

April 9, 2018 Meeting Minutes 7:30 PM

Englewood Public Library, 31 Engle Street

Approved Board Meeting 5/14/18

Open Public Meeting Act

“The April 9, 2018 Regular Meeting of the Englewood Public Library Board of Trustees is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of Meetings. A copy of said Annual Schedule has been posted on the bulletin board in the Englewood City Hall; a copy has been filed with the City Clerk and The Record, a newspaper with a general circulation throughout the City of Englewood. At least 48 hours prior to this meeting, the Agenda thereof was similarly posted, filed and mailed to said newspaper.” Formal action may be taken at this meeting.

Call to Order and Attendance

The Board Meeting was called to order at 7:30 PM, Board President Nina Nanasi presiding.

Board Member Attendance: Nina Nanasi, President; Debra Trachtenberg, Vice-President; Ann Dermansky, Secretary; Nelida Bobe, Katharine Glynn and Devry Pazant.

Absent: Gina Leonard-Edone.

Staff Attendance: Abigail Sanner, Interim Library Director, Charlene Denisen, Administrative Assistant.

Approval of Agenda: Ms. Nanasi asked for a motion to approve the agenda. Ms. Glynn moved to approve the agenda as presented, Ms. Trachtenberg seconded the motion. Unanimously approved.

Public Comment: No comment from the public.

Secretary's Report

Ms. Nanasi asked for a motion to approve the minutes of the March 12, 2018 board meeting. Ms. Dermansky moved to accept the minutes as presented, Mr. Pazant seconded the motion. Ms. Bobe abstained since she was absent from the March meeting. Unanimously approved.

Treasurer's Report

March Treasurer's Report

Ms. Nanasi reviewed the March 2018 Treasurer's Report and invited the Board to ask questions. Ms. Bobe moved to approve the Treasurer's report summary for March 2018 in the amount of \$475,822. Ms. Dermansky seconded the motion. Unanimously approved.

March Bill List – City

Ms. Nanasi reviewed the City Invoice list presented to the City of Englewood for payments. Ms. Nanasi asked for a motion to approve the March City bill list in the amount of \$179,398.08. Ms. Bobe moved; seconded by Ms. Dermansky. Unanimously approved.

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March 2018 Bill List –General Fund

Ms. Nanasi reviewed the March 2018 Bill List in amount of \$2,947.29 and opened the floor to questions. Ms. Bobe moved to approve the report as presented, Ms. Dermansky seconded the motion. Unanimously approved.

Other Financial Matters

Ms. Nanasi on behalf of the board thanked Ms. Sanner for all her hard work in preparing for the budget hearing at City Hall which was successfully presented.

Ms. Sanner reviewed the 2018 Provisional Budget Based on Flat City Funding dated April 7, 2018. Once the budget was reviewed Ms. Nanasi asked for a motion to approve the budget as presented. Ms. Trachtenberg moved to approve the budget as presented; Ms. Bobe seconded the motion. Unanimously approved.

Closed Session

At 7:35 Ms. Dermansky moved and Ms. Trachtenberg seconded the motion to move out of Open Session and into Closed Session. Unanimously approved.

BE IT RESOLVED by the Board of Trustees of the Englewood Public Library, pursuant to the provisions of the Open Public Meetings Act, that the Board of Trustees meet in closed session to discuss the following subject matter: Sub-Section 8 concerning personnel matters dealing with employment, appointment, termination or terms and conditions of employment of any person or persons, or the evaluation, promotion or disciplining of employees unless all employees involved consent to disclosure thereof.

AND BE IT FURTHER RESOLVED that, as precisely as can be determined at this time, the discussion conducted in the said closed session can be disclosed to the public upon taking final action thereon, provided disclosure shall not violate the attorney-client privilege or constitute and undue invasion of privacy.

At 7:50 pm Ms. Bobe moved and Ms. Trachtenberg seconded the motion to move out of Closed Session and into Open Session. Unanimously approved. Ms. Glynn left the meeting.

Correspondence

Ms. Nanasi read the invitation to the First Commerce Bank 4th Anniversary Celebration. The event will be held on May 2th – 8am to 10am at the First Commerce Bank 44 Engle Street. Ms. Glynn excused herself from the meeting.

Reports

Director's Report: Ms. Sanner highlighted for the board parts of her report and asked for any questions. Ms. Sanner reported that the State Aid report was submitted on March 15th. Ms. Sanner reported that the bills processed through the library's city account are not being paid in a timely fashion. With this in

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mind Ms. Sanner asked for a motion to pay CDW Government the amount of \$13,690.06 from the LGFA. Ms. Dermansky moved to approve the payment from the Library General Fund Account; seconded by Ms. Trachtenberg.

President's Report: Ms. Nanasi reported that the Friends of the Englewood Library have contacted her to set up a space for Arnold Brown's historical collection; Ms. Sanner added that this would be part of the library's Strategic Plan. After a discussion on all the collections that have already been offered to the library it was decided any Trustee interested there is a meeting Tuesday, April 10th at 4:30pm. Ms. Nanasi asked for volunteers to serve on a Strategic Plan Committee. Mr. Pazant, Ms. Bobe and Ms. Nanasi will serve on the Committee and report back to the board as needed.

New Business

Ms. Dermansky asked if any child could attend the Englewood Summer Theatre Enrichment Program and what the library's participation in it is. Ms. Sanner will check with the Young Adult Librarian and report back to the board.

Old Business

Ms. Trachtenberg asked the status of the parking lot after the presentation at the last board meeting by Pinetree Group. Ms. Nanasi replied that the trustees were polled and felt an arm to enter/exit the parking lot was not the way to go. Ms. Trachtenberg asked if the staff has been encouraged to give the prime parking spots to the patrons of the library. Ms. Sanner will have a reminder sent out to the employees.

Next Meeting Date

The May Meeting will be held on Monday, May 14, 2018 at 7:30 pm.

Adjournment

Ms. Bobe moved to adjourn the meeting; seconded by Ms. Dermansky. Unanimously approved. The meeting adjourned at 8:50 pm.

Respectfully Submitted

Charlene Denisen for
Ann Dermansky, Secretary