



MORTON GROVE PUBLIC LIBRARY

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**MORTON GROVE PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES MEETING
6140 LINCOLN AVENUE
COOPERMAN ROOM (lower level)
MAY 9, 2019
7:00 P.M.**

The Board of Trustees of the Morton Grove Public Library met on Thursday, May 9, 2019 at the Morton Grove Public Library in the Cooperman Board Room.

All packets were distributed on Tuesday, May 7, 2019 and an agenda was posted in the library forty-eight hours prior to the meeting.

The meeting was called to order at 7:00 p.m. by President Macejak.

Those answering roll call were Trustees Calimag, Gonzales, Macejak, Monzon, Novick, Pelletier and Puzzo.

Also present: Director Leffler, Administrative Assistant Miyamoto

VISITORS

Mick Swanson, newly elected trustee and Brian LeFevre, CPA, MBA, Partner of Sikich LLP

PRESENTATION OF 2018 AUDIT

Brian LeFevre presented and reviewed the Annual Financial Report and the Auditor's Communication for the Year Ended December 31, 2018.

APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF APRIL 11, 2019

A motion to approve the April 11, 2019 Regular Board Meeting Minutes was made by Secretary Pelletier and seconded by Trustee Puzzo.

A correction was made at the beginning section of the minutes. Barbara Novick's name was added after the title President pro tem.

Approved unanimously by voice vote.

APPROVAL OF THE EXECUTIVE SESSION MINUTES OF APRIL 11, 2019

A motion to approve the April 11, 2019 Executive Session Minutes was made by President Macejak and seconded by Secretary Pelletier.

Approved unanimously by voice vote.

ACCEPTANCE OF THE APRIL FINANCIAL STATEMENTS

Treasurer Gonzales reviewed and discussed the financial statements with the board.

A motion to accept the April financial statements as presented was made by Treasurer Gonzales and seconded by Trustee Monzon.

Ayes: Calimag, Gonzales, Macejak, Monzon, Novick, Pelletier and Puzzo

STAFF REPORTS

Director Leffler added that there has been lots of changes going on at the library in a short amount of time.

UPDATE OF 6200 LINCOLN AVENUE BUILDING

Director Leffler signed the sale of building contract but the situation with parking space availability continue to be in discussion with the Village of Morton Grove and the buyer. Mid-August is the target date for the final closing of the building.

INTRODUCTION OF THE NEWLY ELECTED TRUSTEE

The board welcomed Mick Swanson as the new trustee. He shared a quick background of himself. Director Leffler explained that he will be officially sworn in as trustee at the June meeting.

APPROVAL OF THE CHILDREN IN THE LIBRARY POLICY

A motion to approve the Children in the Library policy was made by President Macejak and seconded by Trustee Monzon.

Ayes: Calimag, Gonzales, Macejak, Monzon, Novick, Pelletier and Puzzo

APPROVAL OF THE COMPUTER AND TECHNOLOGY USE POLICY

A motion to approve the Computer and Technology Use policy was made by President Macejak and seconded by Secretary Pelletier.

Ayes: Calimag, Gonzales, Macejak, Monzon, Novick, Pelletier and Puzzo

APPROVAL OF THE CREDIT CARD POLICY

A motion to approve the Credit Card policy was made by Secretary Pelletier and seconded by President Macejak.

Ayes: Calimag, Gonzales, Macejak, Monzon, Novick, Pelletier and Puzzo

APPROVAL OF THE INTERNET ACCESS POLICY

A motion to approve the Internet Access Policy was made by Secretary Pelletier and seconded by Trustee Puzzo.

Ayes: Calimag, Gonzales, Macejak, Monzon, Novick, Pelletier and Puzzo

APPROVAL OF THE LOST/DAMAGED MATERIALS POLICY

A motion to approve the Lost/Damaged Materials policy was made by President Macejak and seconded by Trustee Monzon.

Ayes: Calimag, Gonzales, Macejak, Monzon, Novick, Pelletier and Puzzo

APPROVAL OF THE PRIVACY AND CONFIDENTIALITY OF PATRON IDENTIFIABLE INFORMATION POLICY

A motion to approve the Privacy and Confidentiality of Patron Identifiable Information Policy was made by Trustee Puzzo and seconded by Secretary Pelletier.

Ayes: Calimag, Gonzales, Macejak, Monzon, Novick, Pelletier and Puzzo

APPROVAL OF THE PUBLIC SERVICES POLICY

A motion to approve the Public Services policy was made by Secretary Pelletier and seconded by Trustee Puzzo.

Ayes: Calimag, Gonzales, Macejak, Monzon, Novick, Pelletier and Puzzo

TRUSTEE RECOGNITION

In recognition of their years of service as trustees on the Morton Grove Public Library Board, Trustee Calimag and Trustee Novick were given Certificates of Service by President Macejak. Director Leffler personally thanked them for their support.

COMMUNICATIONS

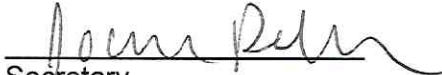
A letter was received by Director Leffler from the Illinois State Library encouraging full census participation in the Constitutionally-mandated national Census that will begin on April 1, 2020.

Thank you notes from patrons to various staff were presented.

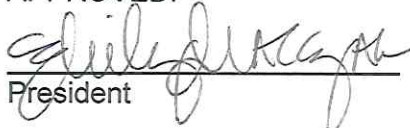
ADJOURNMENT

The meeting was adjourned at 8:17 p.m.

ATTEST:


Secretary

APPROVED:


President