



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)
OCTOBER 10, 2019
7:00 P.M.**

The Board of Trustees of the Morton Grove Public Library met on Thursday, October 10, 2019 at the Morton Grove Public Library in the Cooperman Board Room.

All packets were distributed on Tuesday, October 8, 2019 and an agenda was posted in the library forty-eight hours prior to the meeting.

The meeting was called to order at 7:04 p.m. by President Macejak.

Those answering roll call were Trustees Gonzales, Jost, Macejak, Monzon, Pelletier, Puzzo and Swanson

Also present: Executive Director Leffler and Early Literacy Librarian, Debbie Wiedeman

DISCUSSION OF AGENDA ITEM 11A

Early Childhood Alliance presentation by Debbie Wiedeman was moved to the beginning of the meeting. Debbie gave a brief report on the work the Early Childhood Alliance has been doing in the Morton Grove and Skokie communities for the past year.

TABLED FOR CORRECTIONS -THE REGULAR BOARD MEETING MINUTES OF SEPTEMBER 12, 2019

The approval of the September 12, 2019 minutes was tabled until November meeting due to corrections needed.

TABLED FOR CORRECTIONS - THE SPECIAL BOARD MEETING MINUTES OF SEPTEMBER 30, 2019

The approval of the September 30, 2019 minutes was tabled until November meeting due to corrections needed.

PRESIDENT'S REPORT

Committee appointments - After discussion, the following Committee appointments were made:

FINANCE – Gonzales, Monzon

POLICY – Jost, Puzzo, Swanson

FACILITY – Macejak, Pelletier

ACCEPTANCE OF THE SEPTEMBER FINANCIAL STATEMENTS

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

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

Ayes: Gonzales, Jost, Macejak, Monzon, Pelletier, Puzzo and Swanson

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POLICY COMMITTEE

Executive Director Leffler explained that while a Policy Committee meeting had originally been scheduled for earlier in the month, this meeting has been postponed until further notice. Upcoming policies that the committee will be reviewing are the Employee Handbook to include a section on the use of cannabis, Collection Development, and Patron Code of Conduct.

STAFF REPORTS

Executive Director Leffler reviewed some of the highlights of her report. Discussion ensued.

UPDATE OF 6200 LINCOLN AVENUE BUILDING

Executive Director Leffler updated the Board on the closing and final sale of the building which took place on October 3, 2019.

APPROVAL OF 2020 BUDGET – SECOND AND FINAL READING

Executive Director Leffler highlighted changes to the budget since the first reading. There was no change in the total requested.

A motion to approve a 3% increase in the tax levy \$3,438,617 and expenditures totaling \$3,538,617 was made by President Macejak and seconded by Secretary Pelletier.

Ayes: Gonzales, Jost, Macejak, Monzon, Pelletier, Puzzo and Swanson

RESCHEDULED ANNUAL WALK-THROUGH

The annual walkthrough has been rescheduled to the November board meeting.

NOTIFICATION OF EXECUTIVE DIRECTOR LEFFLER'S VACATION

As requested by the Library auditors, Director Leffler gave official notification to the Board of upcoming time off.

EXECUTIVE DIRECTOR'S EVALUATION FORMS

Executive Director review forms were distributed to all trustees. Completed forms should be returned to the Administration office by the end of October for collection by Board President Emily Macejak.

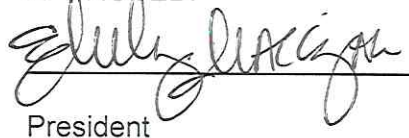
COMMUNICATIONS

Executive Director Leffler highlighted two thank you notes recently received by the Library praising services and staff.


ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

APPROVED:


President

ATTEST:


Secretary