

MINUTES OF ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING
500 W. Irving Park Road
Itasca, Illinois
August 21, 2018

ROLL CALL

President Swanson called the regular meeting of the Board of Trustees of the Itasca Community Library to order at 7:00 p.m.

Present:

President, Maxine Swanson; Vice-President, Paul J. Nelson;
Treasurer, Kris Kauther, Sharon R. Laughlin, Secretary
Members: Michael Golden, Olia Mladenova

Also Present: Tuki Sathaye, Library Director; Gail Herff, Business Manager

Absent: Anne O. Boehne

AUDIENCE TO VISITORS: *None*

SECRETARY'S REPORT

1. Approval of the Minutes from July 17, 2018

Mr. Golden made and Mrs. Laughlin seconded a motion to approve the minutes from the Tuesday, July 17, 2018 meeting, as presented.

The motion carried on the following:

Voice vote:	Ayes: 6	Nays: 0	Motion Passed
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FINANCIAL REPORT

1. Approval of Bills Payable

Mrs. Kauther made and Mr. Golden seconded a motion to approve the Bills Payable in the amount of \$ 55,733.70.

The motion carried on the following:

Roll Call Vote:	Ayes: 6	Nays: 0	Motion Passed
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Mrs. Anne Boehne (*absent*)
Mr. Michael Golden
Mrs. Kris L. Kauther
Mrs. Sharon R. Laughlin
Mrs. Olia Mladenova
Mr. Paul J. Nelson
Mrs. Maxine Swanson

2. Treasurer's Report:

None

President's Report:

- Mrs. Swanson apologized for accidentally omitting Mrs. Laughlin's name when she thanked the board members who helped to provide breakfast to the library staff. She thanked everyone again and let them know that the staff really enjoyed it and was very appreciative.
- The Ice Cream Social went very well! The young children, ages 2-5, had an especially nice time. That may have been the first time some of them had visited the library. Clifford was a big hit! Thank you Ting and Emily for volunteering to do that. Mayor Pruyne did a nice job and she especially like the trivia information he provided. Who would have thought there were more libraries than McDonald's?
- It's really great news that we've paid off the loan!
- The public Men's restroom needs a deep cleaning.

Library Director's Report:

- We will have Sharon's name added to the Staff Minutes for July.
- Tuki has asked Jason Kepler, a graphic designer with library experience to work on some additional projects for us. We send letters out to new Itasca residents and Jason will help us make that more visually appealing.
- We received our 2018 Per Capita Grant funds. The theme for the grant is safety, so we will be using some of the funds to purchase a new battery and pads for the AED that was donated last year.
- The VFW took the flag box, cleaned it up and returned it to the front of the library.
- Wally worked with Tuki to install some bricks and stone in the front of the library. Ruff Landscaping removed a dead tree, trimmed the other trees and did some mulching.
- The two trees in the lot are dying. That type of tree won't do well in an area with a lot of asphalt and limited space for root growth. We will eventually have to have them removed. Since we have such a narrow lot, it is probably best to remove them and add another space. The west side of our lot where staff usually park is used by pool staff during the summer. Library staff park either in the Village parking lot or on the street by the Depot Museum. Tuki has contacted the Park District and asked them to have their staff park elsewhere. She isn't certain why they continue to use our lot.
- Tuki asked the Board for feedback on the new style of signage. The feedback was mainly positive, so she will move forward with it.
- Mrs. Laughlin shared an experience she had with a patron regarding the unisex bathrooms we have upstairs. The patron was upset about it. We have gender-specific public restrooms on the 1st floor, so we are providing our patrons with multiple options.
- Tuki reviewed the chronology of events pertaining to the historical archives and artifacts. The village, library, park district, Milwaukee Road and the Historical Society are all part of the original agreement. The Milwaukee Road and Historical Society no longer exist. At the time of its inception, the vision of the group was to create a database of the historical materials that could be viewed and searched by patrons. For many reasons, the project has never really gotten off the ground. The curator at the Depot Museum left shortly after the agreement was signed to have a baby and in her absence, there was really no forward progress on the project. When the previous Village Administrator left, the project was stalled once again. We were paying Michael Stachnik to conduct programs and catalog the archives, but there has been very limited interest from any of our patrons on the historical records. Since we have a minimum amount of storage space in the library, it is very difficult for us to store the huge map cabinet as well as multiple file cabinets and boxes full of historical materials. The curator has returned to the Depot Museum after four years and will be working 8 hours per week. She wants to know where we're at with the project. The demographics in Itasca have changed in recent years. There are a lot of new families in our community that aren't sentimental about Itasca's history. A decision to invest library resources in historical archives and programs

should be quantified, as we do with our other services and materials we provide. If we don't have adequate interest from patrons, as disappointing as that may be, it's difficult to justify any additional monetary investment in it.

OLD BUSINESS

None

NEW BUSINESS

Mrs. Mladenova made and Mrs. Laughlin seconded a motion to contract with Alpha Graphics to provide new library signage in the amount of \$2,060.00.

The motion carried on the following:

Voice Vote: Ayes: 6 Nays: 0 Motion passed

ADJOURNMENT

With no further business before the Board, Mrs. Kauther made and Mr. Golden seconded a motion to adjourn.


The motion carried on the following:

Voice Vote: Ayes: 6 Nays: 0 Motion passed

The meeting adjourned at 7:43 p.m.

Minutes were written by Gail Herff.

I hereby note these minutes are approved.


Sharon R. Laughlin, Secretary


Date