

**Berwyn Public Library Board Meeting Minutes
March 20, 2017 Regular Meeting
Berwyn Public Library, Board Room**

Call to Order:

President, Jill Bambenek called the meeting to order at 7:11pm. Board Members present: Maria Salinas, Augie Kalal, Paul Nudd, Cindy Hayes, Jousef Mondragon, Erika Corona-Owens, and Library Director, Keshia Garnet

Agenda:

On a motion by Mondragon and seconded by Hayes, the board approved the agenda.

Minutes:

On a motion by Mondragon and seconded by Corona-Owens, the board approved the minutes.

Open Forum: There was a member from the Friends of the Library Board Present, Mildred Ayala.

Alderman comments: None

Directors Report: Keshia reported on the IT Project information and Costs. The board reviewed and with a motion by Mondragon and seconded by Hayes, the board approved to table the discussion on the project. Keshia also shared a proposal to join in partnership with the Friends of the Library to cover costs of \$300 for the Berwyn Public Library and the Friends to receive the designation required to receive donations from third parties. Donors who require 501 3 © would be able to make donations to the Library and the Friends.

Finance Committee: On a motion by Salinas seconded by Mondragon and the board by unanimous roll call vote, approved the February 2017 payables in the amount of \$144,756.22
The Veverka Fund balance as of the end of February was: \$359,419.80

Building and grounds Committee: NA

Policy/Personnel Committee:

A proposal to table the Exit interview process was motioned by Salinas and seconded by Mondragon. The board unanimously approved the motion.

A motion was made to table the approval of the Proposed Job descriptions listed below on a motion by Corona-Owens and Seconded by Salinas.

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|------------------------------------|---|---------------------------------|
| • Collection Management Page | • Library Assistant II – Reference | • Librarian I Outreach Services |
| • Collection Management Clerk –ILL | • Library Assistant Teen/Readers Advisory | • Librarian I Reference |
| • Library Assistant I- Circulation | • Library Assistant II Youth Services | • Librarian II Reference |
| | • Librarian I –Collection Management | • Librarian II Youth Services |

Approval Meeting Minutes were submitted and approved:

- January 30, 2017: On a motion by Mondragon and seconded by Corona-Owens, the board approved the minutes as amended.
- February 15, 2017: On a motion by Salinas and seconded by Mondragon, the board approved the minutes.

Veverka Committee: NA

Unfinished Business: None

New Business: None

Closed Session: a Motion to move into closed session was made by President Bambenek ay 8:05pm

Possible Action on items discussed during closed session: The Library Should develop a social media response plan.

Upcoming Committee meetings:

Policy & Personnel to meet on 4/11

Adjournment: On a motion by Mondragon and seconded by Salinas the meeting was adjourned at 8:22pm