



Melrose Park Public Library

Melrose Park, Illinois

Board Meeting Minutes

February 2, 2021

6:30pm

President Modugno stated for the record that the meeting was being held via ZOOM with due public notice and access.

1. Call to Order

The Regular Meeting of the Board of Trustees for the Melrose Park Public Library was called to order at 6:38pm

2. Members Present: Trustees Alaimo , Cervone, Giuffre, & President Modugno

Members Excused: Trustees Gustello & Pesce

Also Present: Library Director Margaret Flanagan

3. Pledge of Allegiance

The Pledge of Allegiance was recited by all present

4. Introduction of Visitors, Public Comment, Correspondence

- No visitors were present
- No correspondence

5. Approval of Minutes January 5, 2021 Board Meeting

On a motion by Alaimo, seconded by Cervone, the minutes from January 5, 2021 were approved unanimously by roll call vote.

6. Approval of Accounts Payable

On a motion by Cervone, seconded by Alaimo, it was resolved that vouchers numbered **24658** through **24679** in the amount of **\$20,773.68** be approved.

The motion passed unanimously by roll call vote

7. Income Expenditures to Date

No questions

8. Attorney's Report

None

9. Director's Report

Meetings & Trainings

- **Margaret:**
 - SWAN Fireside Chat
 - SWAN Committee of the Whole
 - ALA's Director's Crash Course, Part 1
- **Margaret & Donna**
 - TimeTrak Employee Tracking Systems Training, Part 1
 - TimeTrak Employee Tracking Systems Training, Part 2
 - Brookfield Zoo's ZAP Program
 - Brookfield Zoo's Communities and Nature Program
- **Donna, Lizet, & Veronica:**
 - Circulation Advisory
- **Julia**
 - Media on Demand

Library News

- Upgraded Melrose Park Memories website is up and running
<https://eml.c4b.myftpupload.com/>
- The FY 2021 Per Capita Grant Application was completed and submitted
- The FY 2019 Per Capita Grant Financial Report was completed and submitted
- The MPPL Collection Development Policy was updated
- The Melrose Park Public Library Patron Technology Policy was updated
- A new Melrose Park Public Library Strategic Plan 2021-2024 was completed

Staff News

- The MPPL welcomed Custodian Robert (Bob) Krezel to the staff

10. New Business

Signature procedures for the Library Vouchers were discussed.

On a motion by Cervone seconded by Alaimo it was resolved that the new Collection Development Policy, Library Patron Technology Policy, and MPPL Strategic Plan be approved. The motion passed unanimously by roll call vote.

11. Executive Session

On a motion by Modugno, seconded by Cervone, it was resolved that the Board retire to Executive Session at 6:43pm. This motion passed unanimously by roll call vote.

On a motion by Cervone, seconded by Alaimo it was resolved that the Board reconvene the Regular Meeting at 6:49pm. The motion passed unanimously by roll call vote.

12. Adjournment

On a motion by Alaimo and seconded by Modugno it was resolved that the regular Meeting of the Board be adjourned at 6:50pm. The motion was approved by a unanimous roll call vote.