



Melrose Park Public Library

Melrose Park, Illinois

Board Meeting Minutes

April 2, 2024

1. Call to Order

The Regular Meeting of the Board of Trustees for the Melrose Park Public Library was called to order at 6:30pm

2. Members Present: Trustees Alaimo, Carlson, Cervone, Macias, Modugno, & Mraz

Members Excused: Trustee Pesce

Also Present: Library Director Margaret Flanagan and Library Attorney Russell Syracuse.

3. Pledge of Allegiance

The Pledge of Allegiance was recited by all present

4. Introduction of Visitors, Public Comment, Correspondence

- Correspondence: None
- Public Comment: None

5. Approval of Minutes, March 5, 2024 Board Meeting

On a motion by Cervone, seconded by Alaimo, the minutes from March 5, 2024 were approved unanimously.

6. Approval of Accounts Payable

On a motion by Cervone, seconded by Macias, it was resolved that vouchers numbered **25506** through **25531** in the amount of **\$19,713.35** be approved. The motion was approved unanimously.

7. Income Expenditures to Date

No questions.

8. Attorney's Report

None

9. Director's Report

March Meetings & Trainings

- **Margaret**
 - ✚ SWAN Fireside Chat
 - ✚ SWAN Director's Quarterly
 - ✚ SWAN Expiration Date Meeting
 - ✚ Circulation Advisors Meeting
 - ✚ Cyber Security Webinar
 - ✚ First Amendment Webinar
- **Margaret, Donna, and Ashlie**
 - ✚ Website Maintenance Training meeting with Warren Smith

Facilities

- The new Fire Alarm System was installed
- The concrete at the top of the access ramp needs to be installed/replaced

Administration

- 2024 Insurance Premium
- The MPPL moved from a 3-year Card Expiration Date to a universal Expiration date of NEVER. This was made possible by the annual NCOA report, which identifies bad and changed addresses.

Technology

- Onboarding with OSG was completed
- SWAN installed new Firewall Hardware. This was necessary to maintain security for the VPN connection to SWAN servers.

Programming

- ABC Adventures
- Monthly Chair Yoga
- Virtual Bilingual Storytime
- Make it Mondays Crafts
- Brookfield Zoo Staff collaborated with MPPL staff to present a story-time and activity hour for all 4 Melrose Park School kindergarten classes.
- Summer reading planning is in process.
- Kid's Meal gift cards have been donated to the MPPL Summer Reading Program from both Cane's and Panda Express

Historical Collection

- Gregory Gusich donated an architect's model of the Maywood Racetrack to the MPPL Historical Collection

Director Flanagan briefly discussed the Firewall Installation, the Fire Alarm Installation, the 2024 Insurance Premium, the Concrete Repair Work, and the implementation of the "Never" Expiration Date for Library Cards.

10. Old Business

None

11. New Business -New Marketing Campaign

The Board reviewed the new marketing brochures designed to advertise the MPPL's digit resources and Musuem Adventure/Explore More Illinois programs and passes. The feasibility of a community mass mailing campaign was discussed.

12. Adjournment

On a motion by Cervone and seconded by Alaimo it was resolved that the regular Meeting of the . Board be adjourned at 6:40pm. The motion was approved unanimously.

Submitted by: Margaret Flanagan, Library Director

Signed by: Carl Alaimo, MPPL Library Board Secretary
