



# Melrose Park Public Library

## Melrose Park, Illinois

### Board Meeting Minutes

May 7, 2024

**1. Call to Order**

The Regular Meeting of the Board of Trustees for the Melrose Park Public Library was called to order at 6:40pm

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

**Members Excused:** Board President Modugno & 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 April, 2024 Board Meeting**

On a motion by Macias, seconded by Carlson, the minutes from April 2, 2024 were approved unanimously.

**6. Approval of Accounts Payable**

On a motion by Macias, seconded by Carlson, it was resolved that vouchers numbered **25533** through **25556** in the amount of **\$11,638.24** be approved.

The motion was approved unanimously.

**7. Income Expenditures to Date**

No questions.

**8. Attorney's Report**

Attorney Syracuse reported that he reviewed the Library Programs Policy and the Social Media Policy and they both were fine.

## 9. Director's Report

### April Meetings & Trainings

- **Margaret**
  - ✚ **SWAN Fireside Chat**
- **Margaret, Donna, and Ashlie**
  - ✚ **SWAN Circulation Users Meeting**
  - ✚ **Princh (Mobile Printing) Webinar**
  - ✚ **Meeting with Bryan Adams—OSG Rep.**
- **Lizet & Veronica**
  - ✚ **SWAN Circulation Users Meeting**
- **All Staff**
  - ✚ **All Staff completed a First Amendment Audit Webinar**
  - ✚ **All Staff attended a mandatory Harassment Training Workshop at the Village Hall**

### Facilities

- The lawn sprinklers were turned on

### Administration

- The Social Media Policy and the Library Programs Policy are ready for Board Review
- A Capital Needs Assessment Plan has been created
- The 2022 Succession Plan has been updated

### Technology

- After a failed first attempt, SWAN successfully completed the installation of the new SonicWall
- Princh Mobile Solutions was installed by OSG, but the MPPL will continue to utilize PrinterOn until our four-year Envisionware subscription expires in 2027
- OSG is working on the problems with the Youth Services Computers
- The Technology Overview has been updated

### Programming

- ABC Adventures
- Monthly Chair Yoga
- Virtual Bilingual Storytime

- Make it Mondays Crafts

The following programs have been booked for Summer Reading:

- June 14: Jason Kollum—Juggling & Variety Act
- June 21: Todd Downing—Tall Tales & Silly Songs
- June 28: Young Artist’s Workshop
- July 2: Frog Lady—Reptile & Amphibian Program
- July 12: Dale Obrochta—The Art of Inflation Balloon Show
- July 19: Paper Flower Crafting (Adults Only)

**10. Old Business**

None

**11. New Business -Social Media & Library Programs Policies**

Director Flanagan explained the need to include clarification of age limits for Library Programs.

On a motion by Macias and seconded by Carlson it was resolved that the Social Media and Library Programs Policies be approved.

The motion was approved unanimously.

**12. Adjournment**

On a motion by Mraz and seconded by Carlson it was resolved that the regular Meeting of the Board be adjourned at 6:50pm. The motion was approved unanimously.

Submitted by: Margaret Flanagan, Library Director

Signed by: Carl Alaimo, MPPL Library Board Secretary

*Carl James Alaimo, Sr., Psy.D.*

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