



Melrose Park Public Library

Melrose Park, Illinois

Board Meeting Minutes

February 4, 2025

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, Modugno, & Mraz

Members Excused: Trustees Macias & 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. Oath of Office

Caroline Cruz recited the Oath of Office and was sworn in as a Melrose Park Public Library Trustee.

5. Introduction of Visitors, Public Comment, Correspondence

- Correspondence: None
- Public Comment: None

6. Approval of Minutes May 7, 2024 Board Meeting

On a motion by Alaimo, seconded by Mraz, the minutes from November 12, 2024 were approved unanimously.

7. Approval of Accounts Payable

On a motion by Alaimo, seconded by Carlson, it was resolved that vouchers numbered **25697** through **25767** in the amount of **\$58,047.32** be approved.

The motion was approved unanimously.

8. Income Expenditures to Date

No questions.

9. Attorney's Report

No Report.

9. Director's Report

November, December & January Meetings & Trainings

- **Margaret**
 - ✚ **November SWAN Monthly Update Meetings**
 - ✚ **January SWAN Monthly**
 - ✚ **SWAN Director's Quarterly**
 - ✚ **Udemy Resource Webinar**
- **Margaret, Donna, and Ashlie**
 - ✚ **OSG Tech Support Quarterly Meeting**
 - ✚ **Swipe Clock Time-Management Meeting**
- **Margaret & Ashlie**
 - ✚ **Meeting with Bradford Systems re: furniture and shelving**
 - ✚ **Meeting with Parvin-Clauss Sign Co., re: new outdoor signage**
 - ✚ **Multiple meetings with GoDaddy regarding website back-ups and hosting**

Staff News

- Marissa Walentschick joined the staff as the New Youth Services Librarian. Marissa formerly worked at both the River Forest Public Library and the Skokie Public Library. We are excited to welcome her to the MPPL!

Administration

- The Per Capita Report was completed and submitted
- A new Time Management System was installed
- Annual IPLAR report was complete

Facilities

- A new rooftop HVAC unit was installed on the roof
- The public water fountain was retro-fitted with a water bottle filling station
- Annual fire alarm test was performed

Technology

- New computers and laptops were ordered
- A switch on our server was replaced after the old one failed

November, December, & January Programs

- ABC Adventures Storytime (In Person)
- Virtual Storytime
- Virtual Bilingual Storytime
- Make it Mondays Crafts
- Paint N Sip (Adult Program)
- Chair Yoga (Adult)
- Holiday Open House
- Winter Reading
- Meditation Sound Bath (Adult)
- Crafty Corner
- Full Steam Ahead
- Youth Passive Programs

10. Old Business

None

11. New Business

- **New Staff**

The Director discussed the hiring of new Youth Services Librarian Marissa Walentschik.

- **2025-2028 Strategic Plan**

On a motion by Alaimo, seconded by Cruz, it was resolved that the 2025-2028 Strategic plan be approved. The motion was approved unanimously.

- **Non-Resident Library Cards**

On a motion by Alaimo, seconded by Mraz it was resolved that the MPPL will participate in the Illinois Non-Resident Library Card program using the state mathematical formula. The motion was approved unanimously.

- **MPPL Board Officers**

On a motion by Modugno, seconded by Cruz, it was resolved that Carl Alaimo be appointed MPPL Board Treasurer. The motion was approved unanimously.

On a motion by Modugno, seconded by Alaimo, it was resolved that Deborah Carlson be appointed MPPL Board Secretary. The motion was approved unanimously.

12. Adjournment

On a motion by Alaimo and seconded by Carlson it was resolved that the regular meeting of the board be adjourned at 6:43pm. The motion was approved unanimously.

Submitted by: Margaret Flanagan, Library Director