



# Melrose Park Public Library

## Melrose Park, Illinois

Board Meeting Minutes

January 6th, 2025

### **1. Call to Order**

The Regular Meeting of the Board of Trustees for the Melrose Park Public Library was called to order at 6:31 pm.

### **2. Members Present:** Trustees Alaimo, Carlson, Macias, Modugno, and Pesce

**Members Excused:** Trustees Mraz and Cruz

**Also Present:** Library Director Ashlie Giuffre 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**

None.

### **5. Approval of Minutes December 2nd, 2025, Board Meeting**

On a motion by Alaimo, seconded by Pesce, the minutes from December 2nd, 2025, were approved unanimously.

### **6. Approval of Accounts Payable**

On a motion by Alaimo, seconded by Carlson, it was resolved that vouchers numbered **25966** through **25973** in the amount of **\$4,595.92** be approved. The motion was approved unanimously.

### **7. Income Expenditures to Date**

No questions.

### **8. Attorney's Report**

None.

## Director's Report

### December Meetings & Trainings

- **Ashlie**
  -  **OSG**
  -  **Techvoo**
  -  **Olive Street Design**
  -  **LMC**
  -  **Swipeclock**
  -  **Alliant**
  -  **Milestone**
  -  **Niche Academy**
  -  **Faronics**
  -  **SenSource**
  -  **Johnston Controls**

### Staff News

- Ashlie, Marsden, & Shaira – SWAN Fireside Chat
- Ashlie- Completed interviewing candidates. Hired Ariana Perdomo – part-time library assistant
- Ashlie, Ann, Marsden, & Shaira – Department Head Meeting & Marketing Meeting
- Shaira & Marina – ALA eLearning Bilingual Storytime Beyond Basics 6 Week Course
- Marsden- Working on Special Collections reference requests from patrons
- All Staff-Collaborated on hosting the Family Holiday Program – 116 guests participated

### Administration

- Submitted Per Cap Grant FY2026 Application
- Ashlie attended ILA Luncheon in Oak Brook

### Facilities

- New study carrel delivered
- Technical issues with Johnston Controls
- Technical issues with Milestone

### Technology

- OSG/Techvoo will be rewiring for youth computers in January
- Looking into patron counting device from SenSource
- Olive Street Design- Working websites

## **Outreach**

- Shaira – Storytime at District 89: Melrose Park, Jane Addams, and Lincoln schools
- Shaira and Marsden – STEM/Math Family Night at Lincoln school

## **December Programs**

- ABC Adventures Storytime (In Person)
- Gift Wrapping Station
- Food Drive
- Family Holiday Party
- Marshmallow Animals
- Adult Winter Reading Program
- Youth Winter Reading Program
- Abominable Snowman Craft
- Paper Frost: A Snowflake Art Experience
- Dear Santa Letter
- Make it Mondays Crafts
- Chair Yoga (Adult)
- Sensory Shenanigans
- Computer Help Session (Adult)
- Adult Passive Programs
- Youth Passive Programs

## **9. Old Business**

- a. New websites – Almost completed and should be ready to launch in February/March.
- b. New furniture for Adult Services – New seating and mobile bookcases.
- c. Submitted application for FY2026 Per Capita Grant.

## **10. New Business**

- a. Hired part-time position (Library Assistant)
- b. Youth Services computers to be relocated for ADA compliant and better accommodations for teens. Sensory wall will be created in the old computer space.

## **11. Executive Session – None**

## **12. Adjournment**

On a motion by Alaimo and seconded by Macias it was resolved that the regular meeting of the board be adjourned at 6:35 pm. The motion was approved unanimously.

Submitted by: Ashlie Giuffre, Library Director

Secretary\_\_\_\_\_

Date\_\_\_\_\_