



Melrose Park Public Library

Melrose Park, Illinois

Board Meeting Minutes

March 3rd, 2026

1. Call to Order

The Regular Meeting of the Board of Trustees for the Melrose Park Public Library was called to order at 6:34 pm.

2. Members Present: Trustees Carlson, Cruz, Macias, and Mraz

Members Excused: Trustees Alaimo, Modugno Garcia, and Pesce

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 February 3rd, 2026, Board Meeting

On a motion by Macias, seconded by Cruz, the minutes from February 3rd, 2026, were approved unanimously.

6. Approval of Accounts Payable

On a motion by Mraz, seconded by Macias, it was resolved that vouchers numbered **25992** through **26006** in the amount of **\$20,610.22** be approved. The motion was approved unanimously.

7. Income Expenditures to Date

No questions.

8. Attorney's Report

None.

Director's Report

February Meetings & Trainings:

Ashlie

- ✚ OSG
- ✚ Fricold
- ✚ Westchester Lock and Key
- ✚ RAILS
- ✚ Olive Street Design
- ✚ Ingram
- ✚ Alliant
- ✚ LMC
- ✚ Sensource
- ✚ Just Elevators
- ✚ Anderson Elevator
- ✚ ICRMT
- ✚ Chicago Metro Fire
- ✚ Hoopla-Midwest Tapes
- ✚ Johnson Controls

Staff News:

- Ashlie- Hoopla/Midwest Tapes Intro Meeting & SWAN Budget Meeting
- Ashlie, Marsden, & Shaira – SWAN Fireside Chat
- Ashlie, Ann, Marsden, Shaira, Ariana – Department Head Meeting & Marketing Meeting

Administration:

- Received Cook County Library Digital Navigator Network: Mini-Pilot Funding Opportunity Grant through RAILS. Grant will be used to purchase a poster printer for both patrons and staff.

Facilities:

- Completed painting two walls in the Youth Services Department.
- Installed noise sound panels for Youth Services Department by computers.
- Painting the PODs.
- Looking to add fun wallpaper on several walls in the Youth Department
- Adding a fun clear orange dry erase board in the teen section
- Fricold replaced a part in the HVAC system and provided an estimate for humidifiers
- Westchester Lock and Key repaired an exterior door
- Johnson Controls - Checked sensor for an exterior door

- LMC - Measured new parts for staff desks
- Chicago Metro - Replaced fire extinguishers for 2026
- Elevator – scheduling for annual inspection
- ICRMT – scheduling annual property inspection

Technology:

- Olive Street Design- Continuing to work on websites
- Alliant looking for new cyber insurance company
- OSG- Adding Huntress Identity Threat Detection & Response security stack for Microsoft 365 for staff members to prevent breaches.

Outreach:

- Shaira- Brookfield Zoo
- Ashlie – OverDrive’s Public Library CONNECT (PLC) Program with District 89

February Programs:

- ABC Adventures Storytime (In Person)
- Food Drive
- Adult Winter Reading Program
- Youth Winter Reading Program
- Make it Mondays Crafts
- Chair Yoga (Adult)
- Valentine’s Day Cooking Class
- Bilingual Spanish Storytime (In Person)
- Triton College Senior Tax Filing Assistance Program
- DIY Valentine Cards (Youth)
- ZAP! Storytime with Brookfield Zoo
- February Sensory Shenanigans: Valentines Jello Playdough, Painting Hearts, & Valentines Day Sand/Rice
- Young Engineers: Rubber Band Helicopter
- Computer Help Session (Adult)
- Adult Passive Programs
- Youth Passive Programs

9. Old Business

- a. Completed painting several walls in the Youth Services Department.
- b. Completed installing the noise sound panels in the Youth Services Department.

10. New Business

- a. Applied and received the Cook County Library Navigator Network: Mini-Pilot Funding Opportunity Grant through Rails. The grant award was \$2,695.65. The grant will be used to purchase a poster printer for patrons and staff.
- b. OverDrive’s Public Library CONNECT (PLC) program with District 89.
- c. Painting the Pods and relocating some TVs: One in the Youth Services Department and adding one in the large meeting POD. Adding noise sound panels. Looking to purchase two small TVs for the small PODs.
- d. Painting walls and looking to add wallpaper in Youth Department.
- e. Painting walls in teen section and adding a glass orange dry erase board in the Youth Department.
- f. Looking for a new cyber insurance company.

11. Executive Session – None

12. Adjournment

On a motion by Cruz and seconded by Macias, it was resolved that the regular meeting of the board be adjourned at 6:37 pm. The motion was approved unanimously.

Submitted by: Ashlie Giuffre, Library Director

Secretary_____

Date_____