CALL TO ORDER:
President Crawford called the meeting to order at 7:30 P.M.

ROLL CALL:
Trustees Present:
President: Chris Crawford  Vice President: Jill Clouse
Treasurer: Molly McGinnis Knapke  Secretary: Barbara Rundell
Trustee: Andre Wright  Trustee: Diana Foth
Trustee: Shannon Burgess

The chair declared that a quorum was present.

Library Staff Present:
Library Director: Dawn Bussey
Business Manager: Maria Tachna

Others Present:
Tim Brinker
Molly Hoerster
Karen Volk

AUDIENCE PARTICIPATION:
Kay McKeen, founder of SCARCE, and Beverly Jaszczurowski Board presented the Library and Trustees with the Water Quality Flag. Glen Ellyn Public Library is just the second library to receive the Water Quality Flag. Kay thanked the Board and staff for the work completed.

President Crawford extended gratitude to Trustees Clouse and Rundell as well as to the new members coming on the Board in May.

Ann Marie Lindsey, Assistant Director of Materials Processing, gave a brief presentation to the Board. The department consists of one full-time position and 3 part-time positions, as well as three volunteers. Ann Marie explained the duties of the department such as: acquisitions, cataloging, classification, inputting, processing, discarding and repairing broken materials. The department utilizes EDI (Electronic Data Interchange) to order materials which allows the records to be imported directly into the Library’s catalog system. EDI orders and invoices are processed automatically. Glen Ellyn is 1 of 19 libraries in the SWAN consortium that have the privilege of being a cataloging library. The department is also in charge of assigning call numbers to the materials as well as processing the materials which includes labeling, stickering, laminating and many other factors. In the month of March, Materials Processing received approximately 1,900 items and processed approximately 2,000 items.

MINUTES OF PREVIOUS MEETING:
Treasurer Knapke moved to accept the minutes of the regular Library Board meeting on March 18, 2019. Motion Seconded and Carried – Voice Vote Unanimous.

COMMUNICATIONS:
The Board reviewed the monthly correspondence.

**OFFICER’S REPORT:**
Treasurer Knapke reported on the financials this month. Of particular note, $13,973 was paid to ASI Signage Innovations for first floor and outdoor signage, $2,750 was paid to Bridgeall Libraries Limited for an annual subscription to Collection HQ, $3,616.56 was paid to Demco for annual subscriptions of meeting room software and Boopsie, the Library’s app, $2,157.86 was paid to VV2 Promotions for prizes for National Library Week, $1,103.70 was paid to WorldPantry.com for summer reading sign up prizes and $11,836.25 was paid to SWAN for the quarterly contract.

**FINANCIAL REPORTS:**
Treasurer Knapke moved to authorize expenditures for goods and services totaling $201,068.96 as listed in the April Expenditure Approval List. Motion Seconded and Carried – Roll Call Vote Unanimous with Trustee Burgess abstaining.

Treasurer Knapke moved to accept the March 2019 Revenue and Fund Summary Report, and April 2019 Expenditure Reports. Motion Seconded and Carried – Voice Vote Unanimous.

**LIBRARIANS’ REPORTS:**
Director Bussey reviewed a few library statistics for the month. Drive up window usage increased to 410 from the previous month’s 365, loans of material increased 17% for the month and year, reference inquiries increased 22% for the month, overall program attendance increased 10% for the month, and study room usage increased 7% for the month.

Early voting went smoothly and brought foot traffic in for the Library and café, and the Library received $600 for a room rental fee. An Opioid Overdose Prevention Policy is included in the board packet and will be presented next month for board approval. The Fire Alarm Panel Project is in the works and continues in the background.

The Short Story Dispenser has been a great success! Since March 28th, over 1,100 short stories or poems have been dispensed, 50% of which were children’s, 8% Spanish, and the remaining 42% for the general public. WDCB came today and interviewed Director Bussey about the short story kiosk.

Three things to share with others in the community are: the Library will be resurrecting putt-putt golf while partnering with the Village links and will have three mini golf holes in the Library for the month of May to help promote golf at the links and kick of summer reading which is “Game On Summer Challenge”, the Short Story Dispenser is in the Library Lobby, come get a story, and only 17 more days until the Library’s chicken eggs hatch!

Vice President Clouse moved to accept the Librarian’s Report. Motion Seconded and Carried - Voice Vote - Unanimous.

**NEW BUSINESS:**
**DAR Request to Distribute Flag Day Information:**
Secretary Rundell moved to approve the DAR’s Request to Distribute Flag Day information on Flag Day, Friday, June 14, 2019. Motion Seconded and Carried – Voice Vote Unanimous.
**Resignation of Officers:**
President Crawford, Vice President Jill Clouse, Treasurer Knapke, and Secretary Rundell resigned their positions effective May 20, 2019.

**ADJOURNMENT:**
Treasurer Knapke moved to adjourn the meeting. Motion Seconded and Carried – Voice Vote Unanimous.

Meeting adjourned at 8:53

Maria Tachna

Business Manager