

**VILLA PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Location: Villa Park Public Library (Conference Room)  
Special Meeting: April 20, 2013 @ 9:30 a.m.**

Call to Order: President Hubbard called the special meeting of the Villa Park Library Board of Trustees to order at 9:30 a.m.

Trustees Present: Hippensteel, Hubbard, Kosek, Matkowski, Seddon, Wagner

Trustees Absent: McCleary.

Also Present: S. Hill, Library Director

Introduction of Visitors: None

Public Participation: None

Report of the Board President: Hubbard reported she had discussed topics on the agenda with Hill.

Approval of Revisions to Policy 210: Trustees, By-Laws : Kosek moved to approve the revisions to Policy 210. Hippensteel seconded the motion. The motion carried on a voice vote.

[Matkowski arrived at 9:32 a.m.]

Approval of Revision to Policy 710: Circulation, Loans and Limits of Materials: McCleary moved to approve the revisions to Policy 710. Seddon seconded the motion. The motion carried on a voice vote.

Library Directors Report

[Wagner arrived at 9:45 a.m.]

Elevator Modernization. Hill updated the Board on the project.

Strategic Plan: Hill provided the Board with an update on the strategic plan process. She indicated Mike Christ and members of his team would be at the next regular board meeting.

Long Range Planning: Space Needs; Parking; Financial planning: The Board indicated several complaints regarding parking should be directed to the church. It was determined to have the Building Committee schedule time to visit the Medical Arts space. Hill provided the Board with some information on bringing accounting in-house. Wagner asked about the cost of bringing accounting in-house. Hill indicated she would check with Itasca Library regarding costs.

Review of Cleaning Service Quotes: The Board reviewed the quotes. It was determined not to proceed at this time.

[Hubbard left at 10:45 a.m.]

Per Capita Grant Requirements: Hill provided the Board with information on the Per Capita requirements for this year.

Building update: Hill stated that several windows would be replaced within the next week and we would work with a carpeting company from Oakbrook on the carpeting for the stairs. This will be scheduled in June.

Planning of Future Meetings: The next regular board meeting will be April 24th at 7:30 p.m.

Around the Table: Seddon indicated that Cornerstone Books was having a Record Store Day.

Adjournment: Wagner moved to adjourn. Seddon seconded the motion. The meeting adjourned at 10:55 a.m.

Respectfully submitted,

Sandra D. Hill  
Secretary Pro Tem