

*Minutes of Regular Meeting  
Board of Trustees, Chicago Ridge Public Library  
April 10, 2023*

***CALL TO ORDER AND ROLL CALL***

President Fitzgerald called the meeting to order at 7:00 p.m. Responding to roll call were Trustees Fletcher, Grabinski, Janik, Pawlowski, Sujak, and Werley. Also present were Director Wishnick and Administrative Manager Brittany Lies.

***AUDIENCE TO VISITORS***

Alicia Jackson, Adult Services Manager, presented the library's Memory Lab audio/visual conversion kits.

***APPROVAL OF MINUTES***

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of March 13, 2023.

It was moved by Trustee Janik and seconded by Trustee Grabinski.

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF MARCH 13, 2023 BE APPROVED

AYES.....	Fitzgerald, Fletcher, Grabinski, Janik, Pawlowski, Sujak, and Werley
NAYS.....	None
ABSENT.....	None
ABSTAIN.....	None

***FINANCIAL REPORTS AND APPROVAL OF BILLS***

It was moved by Trustee Grabinski and seconded by Trustee Werley.

- ❖ THAT THE MARCH 2023 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

AYES.....	Fitzgerald, Fletcher, Grabinski, Janik, Pawlowski, Sujak, and Werley
NAYS.....	None
ABSENT.....	None
ABSTAIN.....	None

It was moved by Trustee Grabinski and seconded by Trustee Werley.

❖ THAT THE APRIL 2023 CLAIMS LIST IN THE AMOUNT OF \$123,395.13 BE APPROVED

AYES.....	Fitzgerald, Fletcher, Grabinski, Janik, Pawlowski, Sujak, and Werley
NAYS.....	None
ABSENT.....	None
ABSTAIN.....	None

***COMMUNICATIONS***

Comment cards, Facebook comments, and Google reviews were reviewed.

Director Wishnick shared the date of the ATLAS Trustee Day on May 20th and reminded the trustees of the LACONI Trustee Banquet on May 19th.

***DIRECTOR'S REPORT***

Janis Schleyer began her full time position as Circulation Clerk II on March 27th.

Director Wishnick gave an update on the new payroll system.

The library's 2023 Records Disposal Certificate was approved by the Local Records Commission. The library filed its 2023 Property Tax Exempt Affidavit on March 23rd.

The library received the long awaited book bike on March 20th. Circulation Clerk Brandt's husband helped put the bike together.

The library had its highest door count since February 2020. Over 300 people attended the Youth Services Ramadan Party and our weekly Chair Yoga class is popular. First quarter statistics will be provided at the May meeting.

Director Wishnick met with Village Trustee Ed Kawlowski on March 23rd to discuss the library's lack of parking during popular programs. They looked at the empty Metra Permit parking spaces on Birmingham Ave as a possible solution. Options will be presented at the Village Board meeting on April 11th.

The library received its final reimbursement from the Emergency Connectivity Fund (ECF) in the amount of \$3,600.00 for one year of hotspot data on March 31st.

Director Wishnick informed the board that the police were called to the library to remove a patron from the library, who has been verbally harassing patrons regularly. The patron has been informed by Director Wishnick and police that he is currently banned.

Director Wishnick reminded the Trustees to complete their Statement of Economic Interest by May 1st to avoid a fee.

The Board will review the Ethics Act and Public Libraries Trustee Ethics Statement in May and the Circulation Policy in July.

Adult and Youth Services continue to see high programming attendance. Adult Services Librarian Baggili joined Youth Services for a district wide Family Night at Ridge Central on March 1st to spread the word about Adult Programs and services offered.

Director Wishnick and Adult Services Manager attended the Oak Lawn Community Partnership on March 14th and will be attending future meetings.

***COMMITTEE REPORTS***

No Committee Reports at this time.

***UNFINISHED BUSINESS***

No Unfinished Business at this time.

***NEW BUSINESS***

It was moved by Trustee Janik and seconded by Trustee Grabinski.

- ❖ THAT LIBRARY ACCEPT THE CHICAGO RIDGE POLICE DEPARTMENT OUTSIDE CAMERA ACCESS AND THE \$500.00 SET UP CHARGE BE APPROVED

AYES.....	Fitzgerald, Fletcher, Grabinski, Janik, Pawlowski, Sujak, and Werley
NAYS.....	None
ABSENT.....	None
ABSTAIN.....	None

The Trustees reviewed the Standards for IL Libraries: Chapter 5: Building & Maintenance. The library meets all of the requirements. Administrative Manager Lies created an ongoing maintenance checklist to show work that has been completed and repaired. President Fitzgerald suggested creating a timeline list of work that needs to be completed. Director Wishnick gave the board maintenance projects that are being discussed.

***TRUSTEE COMMENTS***

President Fitzgerald and Director Wishnick will be attending the Village Hall's board meeting on April 11th.

Trustee Grabinski and Trustee Janik inquired about the KnowBe4 phishing training.

***ADJOURNMENT***

There being no objections; the meeting was adjourned 8:07 p.m.

Respectfully submitted,

X

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Brittany Lies  
Administrative Manager

X

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Stan Pawlowski  
Secretary