

*Minutes of Regular Meeting
Board of Trustees, Chicago Ridge Public Library
January 8, 2024*

CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 7:05 p.m. Responding to roll call were Trustees Fletcher, Grabinski, Janik, Pawlowski, and Werley. Also present were Director Dana Wishnick and Administrative Manager Brittany Lies.

AUDIENCE TO VISITORS

No Audience to Visitors.

APPROVAL OF MINUTES

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of December 11, 2023.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF DECEMBER 11, 2023 BE APPROVED

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

FINANCIAL REPORTS AND APPROVAL OF BILLS

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

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

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

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

❖ THAT THE JANUARY 2023 CLAIMS LIST IN THE AMOUNT OF \$96,191.46 BE APPROVED

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

COMMUNICATIONS

No Communications at this time.

DIRECTOR'S REPORT

The library is hiring for two part time positions; Adult Services Associate and Youth Services Assistant.

The library collected 73 hats, 42 gloves, 12 scarves, 7 pairs of socks, and 8 sets from the Winter Giving Tree to be donated to the local schools.

The library's annual certification for 2024 is completed and the annual ILL survey has been submitted.

Youth Services hosted several popular winter parties with a popular Grinch party partnered with Jon's Way. Adult Services hosted its second winter craft fair with 19 vendors and 160 attendees.

Adult Services hosted a very successful winter craft fair with 19 vendors and 160 attendees.

Director Wishnick, Adult Services Manager Alicia Jackson, and Youth Services Manager Irene Ciciora met with Latifa Ali, an ELL teacher at Moraine Valley Community College. Ms. Ali reached out to us in preparation for a conference presentation because she views our library as a great example of a community institution that is inclusive and welcoming. It was a fruitful discussion and Ms. Ali helped connect us to someone at the local Mosque.

Director Wishnick gave a brief FY2023 financial update.

COMMITTEE REPORTS

No Committee Reports at this time.

UNFINISHED BUSINESS

No Unfinished Business at this time.

NEW BUSINESS

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

❖ **THAT THE WORK SCHEDULES, TIME CLOCK, AND PAY PERIODS & PROCEDURES POLICIES BE APPROVED**

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

The Board reviewed the IL Standards: Chapter 1: Core Standards and Chapter 2: Governance & Administration. The library meets all of the requirements.

The library would like to host a staff appreciation event. The board agreed on a \$25-\$30/per person budget.

TRUSTEE COMMENTS

Trustee Pawlowski congratulated Adult Services Librarian Eva Baggili on completing her Masters Degree.

Trustee Fletcher inquired if Trustees would always receive a board packet in the event they were absent.

ADJOURNMENT

There being no objections; the meeting was adjourned 7:53 p.m.

Respectfully submitted,

X

Brittany Lies
Administrative Manager

X

Stan Pawlowski
Secretary