

MINUTES  
Chicago Ridge Public Library  
Board of Trustees Regular Meeting  
July 15, 2024

**1. 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, and Sujak. Also present were Director Dana Wishnick and Business Manager Brittany Lies.

**2. Audience to Visitors**

No audience to visitors.

**3. Approval of Minutes**

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of June 10, 2024.

3.1 It was moved by Trustee Pawlowski and seconded by Trustee Grabinski:

THAT THE MINUTES OF THE REGULAR MEETING OF JUNE 10, 2024 BE APPROVED

AYES: Fitzgerald, Fletcher, Grabinski, Janik, Pawlowski, and Sujak

NAYS: None

ABSENT: Werley

ABSTAIN: None

**4. Financial Reports and Approval of Bills**

4.1 It was moved by Trustee Grabinski and seconded by Trustee Fletcher:

THAT THE JUNE 2024 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

AYES: Fitzgerald, Fletcher, Grabinski, Janik, Pawlowski, and Sujak

NAYS: None

ABSENT: Werley

ABSTAIN: None

4.2 It was moved by Trustee Grabinski and seconded by Trustee Fletcher:

THAT THE JULY 2024 CLAIMS LIST IN THE AMOUNT OF \$100,522.19 BE APPROVED

AYES: Fitzgerald, Fletcher, Grabinski, Janik, Pawlowski, and Sujak

NAYS: None

ABSENT: Werley

ABSTAIN: None

**5. Communications**

Comment cards, online reviews and a Reporter article were read and discussed.

**6. Director's Report**

Omar Khalil started as Custodian on July 8, 2024.

RTU-5 wasn't operating properly on June 21, 2024. Amber Mechanical was onsite that weekend and were able to have the rooftop unit keep the area cool. The issue resulted in a faulty temperature control. Director Wishnick spoke with President Fitzgerald to receive the preliminary okay for the control.

The library completed its FY2023 audit. The library's auditor is waiting for the IMRF allocations from the Village audit. Once this is completed, we will have the auditor present the audit at a board meeting.

Property tax bills have been mailed for the second installment and are due August 1, 2024.

The patron strategic planning survey will go live at the Chicago Ridge Park District Slice of Summer event and on the library's website on July 13, 2024.

Representing the Chicago Ridge Lions club, Bill Lammel, reached out to Director Wishnick to request the addition of a refrigerator next to the Blessings Box. No action was taken by the Board.

Adult Services and Librarian Baggili arranged the purchase of 30 shower passes for the Oak Lawn pavilion and a small quantity of small hygiene supplies to create kits to give out with the passes.

The Ice Cream Social will be held on August 9, 2024 after hours.

Youth Services has had a busy month of programming with the start of Summer Reading. Animal Quest was the kickoff to Summer Reading entertainment.

Adult Services continues to have strong program attendance. Adult Services also registered for the Ravinia Words and Music program and received tickets for 15 concerts.

## **7. Committee Reports**

No committee reports at this time.

## **8. Unfinished Business**

No unfinished business at this time.

## **9. New Business**

9.1 It was moved by Trustee Pawlowski and seconded by Trustee Grabinski:

THAT THE TOTAL AUTOMATION CONTROL PROPOSAL OF \$10,685.00 FOR A NEW TEMPERATURE CONTROL BE APPROVED

AYES: Fitzgerald, Fletcher, Grabinski, Janik, Pawlowski, and Sujak

NAYS: None

ABSENT: Werley

ABSTAIN: None

9.2 It was moved by Trustee Grabinski and seconded by Trustee Janik:

THAT THE CYBER LIABILITY INSURANCE RENEWAL BE APPROVED

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

9.3 It was moved by Trustee Pawlowski and seconded by Trustee Grabinski:  
THAT THE INTERNET USE AND SAFETY POLICY WITH NO CHANGES BE APPROVED

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

9.4 The Board reviewed the IL Standards: Chapter 8: System Member Responsibilities & Resource Sharing. The library meets all of the requirements.

#### **10. Trustee Comments**

The Village Hall will be providing a property tax workshop. Trustee Grabinski gave an update on the Jon's Way Halloween event.

#### **11. Adjournment**

There being no objections; the meeting was adjourned 8:22 p.m.

Respectfully submitted,

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Brittany Lies  
Business Manager

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Stan Pawlowski  
Secretary