

*Minutes of Regular Meeting
Board of Trustees, Chicago Ridge Public Library
October 9, 2023*

CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 7:03 p.m. Responding to roll call were Trustees Fletcher, Grabinski, Pawlowski, Sujak and Werley. Also present were Director Dana Wishnick and Administrative Manager Brittany Lies.

Trustee Janik arrived at the meeting at 7:18 p.m.

AUDIENCE TO VISITORS

Brett Moeller, Auditor, O'Neill & Gaspardo presented the FY2022 audit. Brett left the meeting at 7:19 p.m.

APPROVAL OF MINUTES

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of August 14, 2023 and the Executive Session Meeting of September 21, 2023.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 11, 2023 AND MINUTES OF THE EXECUTIVE SESSION OF SEPTEMBER 21, 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 Fletcher.

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

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

ABSENT..... Fletcher and Sujak
ABSTAIN..... None

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

❖ THAT THE OCTOBER 2023 CLAIMS LIST IN THE AMOUNT OF \$106,005.19 BE APPROVED

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

COMMUNICATIONS

A thank you letter to Youth Services Manager Irene Ciciora from Youth Services Associate, Nancy Dartalib was presented.

DIRECTOR'S REPORT

Dan Galivan started as Circulation Clerk on September 28th.

Director Wishnick and Administrative Manager Lies have been busy with Paycom training and monitoring the implementation process. The first paycheck will be on October 13th.

Director Wishnick is finalizing the FY2024 budget.

The library has signed a three year extension with Outsource Solutions Group at a 3.4% yearly increase with an additional 40 hours of yearly project time included.

Bob Martell from the Chicagoland Compliance Association reached out to the library about making a donation from the Association in memory of our former board member, Linda Boyer. The library is considering a play duck furniture piece for Youth Services. Director Wishnick will reach out to Bob to see if he or the Boyer family has any suggestions.

September was National Library Card month. Patrons who signed up for a library card received a reusable library bag and entered into a raffle.

Adult and Youth services continued to have high programming numbers. Adult Services held two goat yoga classes on September 29th that was enjoyed by all participants. Also, the library plans on hosting an annual Fall Fest going forward.

COMMITTEE REPORTS

No Committee Reports at this time.

UNFINISHED BUSINESS

The Board chose members to each of the Board Committees. They are as follows:

Finance: Grabinski, Fletcher
Policy, Personnel, & By-Laws: Werley, Sujak
Building & Grounds: Janik, Pawlowski

NEW BUSINESS

Director Wishnick left the meeting at 8:09 p.m.

A motion to close the Regular meeting was made by Trustee Pawlowski and seconded by Trustee Janik to go into Executive Session at 8:09 p.m.

A motion to open the Regular meeting was made by Trustee Pawlowski and seconded Fletcher by Trustee at 8:52 p.m.

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

❖ THAT THE 2023 DIRECTOR EVALUATION WITH THE EDITS GIVEN BE APPROVED

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

The Collection Development policy was discussed with the new state law rules prohibiting book bans.

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

❖ THAT THE COLLECTION DEVELOPMENT POLICY WITH THE ADDITION OF THE NEW PROPOSED STATE LAW PROHIBITING BOOK BAN RULES REGARDING 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 INTERLIBRARY LOAN POLICY WITH THE ADDITION OF FEE CLARIFICATION 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 Sujak.

❖ THAT THE FY2022 AUDIT 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 11: Youth/Young Adult Services. The Library meets the requirements.

The Finance Committee will tentatively meet on October 30th at 6:30pm to review the FY2024 budget.

TRUSTEE COMMENTS

Trustee Fletcher mentioned that the exterior building lights weren't on. Trustee Werley complimented the flower boxes, and the Board discussed the current Village updates.

ADJOURNMENT

There being no objections; the meeting was adjourned 9:08 p.m.

Respectfully submitted,

X

Brittany Lies
Administrative Manager

X

Stan Pawlowski
Secretary