

MINUTES
Chicago Ridge Public Library
Board of Trustees Regular Meeting
October 14, 2024

1. Call to Order and Roll Call

President Fitzgerald called the meeting to order at 7:04 p.m. Responding to roll call were Trustees Fletcher, Grabinski, Janik, Sujak, and Werley. Also present were Director Dana Wishnick and Business Manager Brittany Lies.

2. Audience to Visitors

Brett Moeller, O'Neill & Gaspardo Auditor. Brett Moeller presented the library's FY2023 audit. Brett left the meeting at 7:14 p.m.

Eleni Dimis expressed her concerns about the noise level in the Youth Services Department.

3. Approval of Minutes

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of September 9, 2024.

3.1 It was moved by Trustee Werley and seconded by Trustee Fletcher:

THAT THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 9, 2024 BE APPROVED

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

NAYS: None

ABSENT: Pawlowski

ABSTAIN: None

President Fitzgerald called for additions or corrections to the Minutes of the Special Meeting of October 1, 2024.

3.2 It was moved by Trustee Werley and seconded by Trustee Fletcher:

THAT THE MINUTES OF THE SPECIAL MEETING OF OCTOBER 1, 2024 BE APPROVED

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

NAYS: None

ABSENT: Pawlowski

ABSTAIN: None

President Fitzgerald called for additions or corrections to the Minutes of the Executive Session of October 1, 2024.

3.3 It was moved by Trustee Werley and seconded by Trustee Fletcher:

THAT THE MINUTES OF THE EXECUTIVE SESSION OF OCTOBER 1, 2024 BE APPROVED

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

NAYS: None

ABSENT: Pawlowski

ABSTAIN: None

4. Financial Reports and Approval of Bills

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

THAT THE REVISED AUGUST 2024 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

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

NAYS: None

ABSENT: Pawlowski

ABSTAIN: None

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

THAT THE SEPTEMBER 2024 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

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

NAYS: None

ABSENT: Pawlowski

ABSTAIN: None

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

THAT THE OCTOBER 2024 CLAIMS LIST IN THE AMOUNT OF \$129,995.12 BE APPROVED

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

NAYS: None

ABSENT: Pawlowski

ABSTAIN: None

5. Communications

Google reviews were reviewed.

6. Director's Report

Staff and Trustees have completed the annual sexual harassment training.

The library will be offering multiple choices from Land's End Business for the End of the Year gift.

The Fire and Sprinkler inspection occurred on September 10th. Business Manager Lies gave an update on a few repairs to emergency lights and sprinkler parts. The library is also due for the Air/Gas Leak sprinkler test and that date is pending.

Amber Mechanical has been onsite various times to investigate a sound coming from RTU 3 or 4 but no findings. RTU 5 needs a part for the motor and that repair was completed on October 8th.

The library is awaiting the library entrance/parking lot ADA ramp improvement project.

The library has met its income target for 2024 at the end of September 2024.

On July 1st, a new law went into effect lowering the bond and/or insurance requirements.

The strategic plan survey closed on September 30th with 418 total responses.

The library will be attending two Community Outreach events in October; the Chicago Ridge Fire Department Open House and the Jon's Way/Village Halloween event.

The Youth Computers bought with the PNG grant have been installed. Youth Services also partnered with Advocate Children's Hospital to host a story time with a pediatrician.

Adult Services hosted a Blood Drive and also partnered with the Chicago Ridge Fire Department to host a Fall Prevention class. Adult and Youth are partnering with the Police and Fire Departments for various programs.

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 Werley and seconded by Trustee Grabinski:
THAT THE FY2023 AUDIT BE APPROVED

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

NAYS: None

ABSENT: Pawlowski

ABSTAIN: None

9.2 The Budget Committee will meet on October 29th at 7 p.m. for the review of the FY2025 budget.

9.3 It was moved by Trustee Janik and seconded by Trustee Werley:
THAT THE WEBLIX WEBSITE DEVELOPMENT PROPOSAL IN THE AMOUNT OF \$17,280.00 BE APPROVED

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

NAYES: None

ABSENT: Pawlowski

ABSTAIN: None

9.4 It was moved by Trustee Janik and seconded by Trustee Grabinski:
THAT THE FINANCE POLICY WITH THE RECOMMENDED CHANGES BE APPROVED

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

NAYES: None

ABSENT: Pawlowski

ABSTAIN: None

9.5 It was moved by Trustee Werley and seconded by Trustee Grabinski:
THAT THE GIFTS & DONATIONS POLICY BE APPROVED

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

9.6 It was moved by Trustee Werley and seconded by Trustee Grabinski:
THAT THE INVESTMENT OF PUBLIC FUNDS BE APPROVED

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

9.7 The Employee Survey results were reviewed.

9.8 The Board reviewed the IL Standards: Chapter 11: Youth/Young Adult Services. The library meets all of the requirements.

9.9 It was moved by Trustee Janik and seconded by Trustee Werley:
THAT THE DIRECTOR EVALUATION BE APPROVED

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

10. Executive Session

10.1 It was moved by Trustee Janik and seconded by Trustee Werley to close the Regular meeting at 8:31 p.m.

10.2 It was moved by Trustee Werley and seconded by Trustee Grabinski to open the Regular meeting at 9:03 p.m.

11. Trustee Comments

President Fitzgerald mentioned that he and Director Wishnick attended the October Village Hall meeting for the ADA ramp project.

12. Adjournment

There being no objections; the meeting was adjourned 9:14 p.m.

Respectfully submitted,

Brittany Lies
Business Manager

Stan Pawlowski
Secretary