

MINUTES
Chicago Ridge Public Library
Board of Trustees Regular Meeting
October 13, 2025

1. Call to Order and Roll Call

President Fitzgerald called the meeting to order at 7:02 p.m. Responding to roll call were Trustees Grabinski, Fletcher, Janik, Pawlowski, Sujak, and Werley. Also present were Director Dana Wishnick and Brittany Lies.

2. Audience to Visitors

April Krzeczkowski, Auditor, O'Neill & Gaspardo, presented the FY2024 Audit.

3. Approval of Minutes

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of September 15, 2025.

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

THAT THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 15,, 2025 BE APPROVED

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

NAYS: None

ABSENT: None

ABSTAIN: None

President Fitzgerald called for additions or corrections to the Minutes of the Special Meeting Executive Session of September 30 2025.

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

THAT THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 30, 2025 BE APPROVED

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

NAYS: None

ABSENT: None

ABSTAIN: Pawlowski

4. Financial Reports and Approval of Bills

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

THAT THE SEPTEMBER 2025 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

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

NAYS: None

ABSENT: None

ABSTAIN: None

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

THAT THE OCTOBER 2025 CLAIMS LIST IN THE \$146,160.15 BE APPROVED

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

NAYS: None

ABSENT: None
ABSTAIN: None

5. Communications

The Library received a 5-star Google rating.

6. Director's Report

Staff have completed the annual Harassment Training. Trustees were also provided the training.

Director Wishnick and Youth Services Associate Johnson attended Communication in the Workplace training provided by HR Source.

HVAC Unit 3 needs a new compressor. Director Wishnick called President Fitzgerald to receive initial approval to order the part since the total is above the Director's approval amount.

The roof replacement is complete; the library is waiting on the closeout documents.

Director Wishnick gave an update on the library's financial status as the FY2024 Audit draft was completed.

The library experienced a brief internet outage where Director Wishnick discovered a bad switch which she replaced. OSG came out to inspect everything and a backup switch was ordered.

The new website will go live on October 15th.

Youth Services took a break from programming during the month of September where they spent time organizing and cleaning their entire department. Adult Services Manager Baggili's, Soon to Be Famous committee is coming to an end. Adult Services attended a variety of community events in which Adult Services Programming Coordinator Lysik and Adult Services Manager Baggili met a blind patron from Richards High School to assist with her application for the Illinois School for the Visually Impaired.

On October 7th Business Manager Lies could not enter the library, after a call to the lock company, dry pasta was found inside the lock. Camera footage was viewed to discover teens had tampered with the lock. Director Wishnick and Youth Services Associate Johnson met with them and a police report was filed.

The library is testing out book ordering through Amazon.

7. Committee Reports

No committee reports at this time.

8. New Business

8.1 It was moved by Trustee Pawlowski and seconded by Trustee Grabinski:
THAT THE FY2024 AUDIT BE APPROVED

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

ABSTAIN: None

8.2 It was moved by Trustee Pawlowski and seconded by Trustee Grabinski:
THAT THE GIFTS & DONATION AND COLLECTION DEVELOPMENT POLICIES BE APPROVED

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

NAYS: None

ABSENT: None

ABSTAIN: None

8.4 The Finance Committee will meet on November 3rd at 7:00 p.m. for the FY2026 Budget.

8.5 The Board reviewed the IL Standards: Chapter 11: Youth/YA Services. The library meets all of the requirements.

8.6 Director Wishnick left the meeting at 7:59 p.m.

8.7 Director Wishnick returned to the meeting at 8:26 p.m.

8.8 It was moved by Trustee Werley and seconded by Trustee Grabinski:
THAT THE 2025 DIRECTOR EVALUATION BE APPROVED

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

NAYS: None

ABSENT: None

ABSTAIN: None

9. Executive Session

9.1 It was moved by Trustee Pawlowski and seconded by Werley to close the Regular Meeting at 7:59 p.m.

9.2 It was moved by Trustee Werley and seconded by Trustee Grabinski to open the Executive Session at 8:00 p.m.

9.3 It was moved by Trustee Janik and seconded by Trustee Fletcher to close the Executive Session at 8:24 p.m.

9.4 It was moved by Trustee Janik and seconded by Trustee Fletcher to open the Regular meeting at 8:24 p.m.

10. Trustee Comments

Trustee Werley inquired about the Know Your Rights cards placed throughout the Library.

11. Adjournment

There being no objections; the meeting was adjourned 8:30 p.m.

Respectfully submitted,

Brittany Lies
Business Manager

Stan Pawlowski
Secretary