

*Minutes of Regular Meeting
Board of Trustees, Chicago Ridge Public Library
September 11, 2023*

CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 7:04 p.m. Responding to roll call were Trustees Grabinski, Janik, Pawlowski, and Werley. Also present was 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 August 14, 2023.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF AUGUST 14, 2023 BE APPROVED

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

FINANCIAL REPORTS AND APPROVAL OF BILLS

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

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

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

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

❖ THAT THE SEPTEMBER 2023 CLAIMS LIST IN THE AMOUNT OF \$91,954.57 BE APPROVED

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

COMMUNICATIONS

Comment cards were presented.

DIRECTOR'S REPORT

Youth Services Associate, Nancy Dartalib will be resigning effective September 14.

The library is currently hiring for a part time Circulation Clerk and Youth Services Associate.

Administrative Manager Lies and Director Wishnick have been busy with various Paycom trainings, to go live on September 24th.

The library unveiled two new donated planters from the Chicago Ridge Lions and Rosa's Pizza at its Fall Fest on September 10th.

The library will be participating at the Park District's fall event on September 16th.

Director Wishnick presented the requested Unique Management documents.

Youth Services had successful Summer Reading participation. Their 1000 Books Before Kindergarten remains popular.

Director Wishnick and Youth Services Manager Ciciora attended the Illinois Secretary of State Press Conference where they were presented with their PNG grant funding.

Adult Services' Ice Cream Social featuring Hugo Colin, an Elvis Tribute, was a big hit.

Director Wishnick informed the board that property tax bills are expected to be sent out in early November. Also, a brief discussion was held regarding the recent Illinois library bomb threats.

COMMITTEE REPORTS

No Committee Reports at this time.

UNFINISHED BUSINESS

No Unfinished Business at this time.

NEW BUSINESS

Administrative Manager Lies will schedule a date for Director Wishnick’s evaluation. The Ad-Hoc Director Review Committee will consist of Trustees Grabinski, Pawlowski, and Werley. President Fitzgerald will also attend.

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

❖ **THAT THE REFERENCE SERVICES POLICY BE APPROVED**

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

The Trustees reviewed the Standards for IL Libraries: Chapter 10: Programming. The Library meets the requirements.

TRUSTEE COMMENTS

Trustee Pawlowski praised all library staff for their hard work.

Trustee Grabinski inquired about how the library advertises events.

Trustee Werley inquired about recent Kanopy issues she's been having.

ADJOURNMENT

There being no objections; the meeting was adjourned 8:10 p.m.

Respectfully submitted,

X

 Brittany Lies
 Administrative Manager

X

 Stan Pawlowski
 Secretary