

*Minutes of Regular Meeting
Board of Trustees, Chicago Ridge Public Library
April 12, 2021*

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, and Pawlowski. Also present were Director Dana Wishnick and 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 March 8, 2021.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF MARCH 8, 2021 BE APPROVED

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

FINANCIAL REPORTS AND APPROVAL OF BILLS

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

- ❖ THAT THE MARCH 2021 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

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

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

- ❖ THAT THE APRIL 2021 CLAIMS LIST IN THE AMOUNT OF \$455,635.61 BE APPROVED

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

COMMUNICATIONS

ATLAS is offering a Trustee Day on Saturday, May 22nd at the Orland Park Library or Trustees can attend via Zoom. Trustees interested in attending will let Director Wishnick know.

The Village Hall is having a TIF District public meeting on May 18th.

DIRECTOR'S REPORT

The study rooms reopened at the end of March. Patrons are allowed to book a study room for two hours a day. The time restriction for patrons in the building has been removed. Adult Services have increased their computer usage from 2 to 4 computers.

The exterior work is in progress; the expansion joints have been cut and the building has been cleaned. The EIFS repair will be scheduled soon. Administrative Manager Lies is coordinating with Public Works for the sidewalk repair.

The Grand Reopening party is scheduled for Sunday, June 6th from 1-4pm. The ribbon cutting ceremony will occur at 1:30pm. Oxford Ave will be closed off, the library's parking lot will be used for the party and staff will be conducting group tours of the library. Invitations will be sent out to local officials, departments, and vendors. There will be a DJ and library branded giveaway items.

Most of the emergency lights will need to be replaced. IHC received a quote from ARC 1 Electric to replace and upgrade the lights to LED. The cost is approximately \$5,000.00.

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

❖ **THAT THE LED EMERGENCY LIGHT REPLACEMENT QUOTE FROM ARC 1 ELECTRIC BE APPROVED**

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

The final budget numbers from IHC were provided to the Trustees. This update includes the emergency lights replacement, four glass panels for the Adult and Youth Services desks, and the final numbers for furniture and moving costs.

The library would like to purchase 40 new meeting room chairs with the plan to keep a few of the old chairs.

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

❖ THAT THE LIBRARY PURCHASE 40 NEW MEETING ROOM CHAIRS BE APPROVED

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

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

❖ THAT THE VERDE ENERGY QUOTE IN THE AMOUNT OF \$11,151.85 TO COMPLETE THE LED RETROFIT PROJECT BE APPROVED

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

COMMITTEE REPORTS

No Committee Reports at this time.

UNFINISHED BUSINESS

The renovation update was discussed in the Director’s Report.

NEW BUSINESS

The Study Room Policy has been revised to include the two new study rooms and to update the age of users. Administrative Manager Lies researched and wrote a Security Camera Policy.

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

❖ THAT THE SECURITY CAMERA AND STUDY ROOM POLICY BE APPROVED

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

Director Wishnick created a Trustee Orientation Checklist for new Trustee onboarding. Trustees also need to complete their Statement of Economic Interest before the May board meeting.

TRUSTEE COMMENTS

President Fitzgerald also reminded Trustees of the SEI report.

ADJOURNMENT

There being no objections; the meeting was adjourned 8:20 p.m.

Respectfully submitted,

X

Brittany Lies
Administrative Manager

X

Stan Pawlowski
Secretary