

**Minutes of Regular Meeting
Board of Trustees, Chicago Ridge Public Library
January 11, 2021**

The board president determined that an in-person meeting was not practical or prudent because of COVID-19. The board meeting was held via Zoom.

CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 7:13 p.m. Responding to roll call were Trustees Fletcher, Grabinski, Janik, and Pawlowski. Also present were Director Dana Wishnick and Administrative Manager Brittany Lies.

Director Dana Wishnick and Trustee Fletcher were present at the Library due to the Governor's OMA order.

AUDIENCE TO VISITORS

No Audience to Visitors

APPROVAL OF MINUTES

President Fitzgerald called for additions or corrections to the Minutes of the Revised Virtual Meetings of 2020.

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

- ❖ THAT THE MINUTES OF THE REVISED VIRTUAL MEETINGS OF 2020 (4/13, 5/11, 6/8, 7/13, 8/19, 11/6, 11/9/2020) BE APPROVED

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

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of December 14, 2020.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF DECEMBER 14, 2020 BE APPROVED

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

ABSTAIN..... None

President Fitzgerald called for additions or corrections to the Minutes of the Special Meeting of December 23, 2020.

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

- ❖ THAT THE MINUTES OF THE SPECIAL MEETING OF DECEMBER 23, 2020 BE APPROVED

AYES..... Fitzgerald, Fletcher, Grabinski, Janik, and Pawlowski

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 DECEMBER 2020 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 JANUARY 2021 CLAIMS LIST IN THE AMOUNT OF \$89,494.31 BE APPROVED

AYES..... Fitzgerald, Fletcher, Grabinski, Janik, and Pawlowski

NAYS..... None

ABSENT..... None

ABSTAIN..... None

COMMUNICATIONS

No Communications at this time.

DIRECTOR'S REPORT

The one-time sick time payout to part-time staff, who work less than 20hours/week) came to a total of \$2693.54.

Staff members received a new library logo tote filled with snacks for their staff appreciation gift.

The library received our full levy for 2020 with just over \$1,375,000 paid out in property taxes.

The Cook County Corona Relief Funds check in the amount of \$5000 has been approved and the check has been deposited. This check will reimburse the library for all COVID expenses.

Curbside resumed on January 11, 2021 during the hours of 10am-4pm Monday through Saturday. Once the Governor moves Illinois to mitigation three, the library will offer computer appointments.

The Adult Services desk and office furniture has been installed, books are back on shelves, and the circulation desk will be delivered soon.

The library's application to join a pilot program to test out a new user-friendly public catalog with SWAN has been accepted. Librarian Talsma and Library Associate Baggili are the team leads.

Youth Services continued to offer crafts for curbside and live programs for bingo and storytimes. Adult Services continued to offer virtual programs for chair yoga and book clubs, while they plan on offering virtual lecture programs in 2021.

The library applies every year for the Per Capita grant; the requirement for 2021 is for the Director and Board to review the Serving Out Public 4.0: Standards for Illinois Public Libraries book in its entirety.

COMMITTEE REPORTS

No Committee Reports at this time.

UNFINISHED BUSINESS

No Unfinished Business at this time.

NEW BUSINESS

Management has reviewed the various sections of the Standards book and made mention of areas the library meets and/or needs improvements. The Per Capita grant review was covered in the January 11, 2021 meeting. Director Wishnick discussed the areas that the library will be improving in 2021. Trustees are required to read the Standards by the February 2021 meeting and once completed, the application will be submitted.

Trustees recommend that Director Wishnick and Administrative Manager Lies to meet with the Building & Grounds Committee once a year for building maintenance. Staff created a Marketing team in 2020.

Eric Zierk started as Construction Manager in January. The renovation is on track for a late February/early March completion date. Trustees discussed a possible “grand opening” ceremony once it is safe.

TRUSTEE COMMENTS

No Trustee Comments at this time.

ADJOURNMENT

There being no objections; the meeting was adjourned 8:02 p.m.

Respectfully submitted,

X

Brittany Lies
Administrative Manager

X

Stan Pawlowski
Secretary