

*Minutes of Regular Meeting
Board of Trustees, Chicago Ridge Public Library
June 14, 2021*

CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 6:59 p.m. Responding to roll call were Trustees Fletcher, Janik, and Pawlowski. Also present were Director Dana Wishnick and Administrative Manager Brittany Lies.

The Special Meeting of June 14, 2021 was cancelled.

AUDIENCE TO VISITORS

Catherine Sujak and Sarah Werley.

APPROVAL OF MINUTES

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of May 10, 2021.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF MAY 10, 2021 BE APPROVED

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

President Fitzgerald called for additions or corrections to the Minutes of the Executive Session Meeting of May 10, 2021.

The signature line contains Trustee Grabinski instead of Trustee Pawlowski. Administrative Manager Lies will make the correction.

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

- ❖ THAT THE MINUTES OF THE EXECUTIVE SESSION MEETING OF MAY 10, 2021 WITH THE CORRECTION BE APPROVED

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

ABSTAIN..... None

FINANCIAL REPORTS AND APPROVAL OF BILLS

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

- ❖ THAT THE REVISED MARCH AND APRIL AND REGULAR MAY 2021 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

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

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

- ❖ THAT THE JUNE 2021 CLAIMS LIST IN THE AMOUNT OF \$294,558.03 BE APPROVED

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

SWEARING IN of NEW TRUSTEES

It was moved by Trustee and seconded by Trustee

- ❖ TO APPOINT CATHERINE SUJAK TO THE VACANT TRUSTEE SEAT ON THE CHICAGO RIDGE LIBRARY BOARD BE APPROVED

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

Trustee Pawlowski performed the swearing in of newly appointed Trustee Sarah Werley and Trustee Catherin Sujak.

COMMUNICATIONS

The Reporter featured a headlining article about the Grand Reopening ceremony.

Comment cards were also presented to the board.

DIRECTOR'S REPORT

Sara Palomo started as a part time Circulation Clerk on May 12th. She previously worked for the library from 2018-2019.

Kathy Gisselman has verbally informed us that she is planning on retiring in August. Her anticipated last day is Wednesday, August 18 which is, coincidentally, her 12th anniversary at the library.

RTU #6, which cools/heats the Adult Services area, revealed a crack in the drain pipe. This resulted in an accumulation of water that leaked into the library above the book stacks. Staff quickly protected the collection by covering the stacks with a tarp and placed buckets to catch the water; roughly 30 books were lost to water damage. Amber Mechanical was called to repair the HVAC unit. The library was informed that the unit is also settling on the roof which Amber will reassess.

Verde has finished the LED conversion. They were unable to upgrade the Exit Signs to LED due to the current battery backup setup. Verde damaged two of our existing Exit Signs in the process and will cover the cost of providing and installing the new signs.

The library has received just under 55% of last year's levy with \$753,210.00 in property taxes. This is good news for the library!

The library has withdrawn from the SWAN EBSCO database package; the subscription will end at the end of June.

Attendance and checkouts remained steady during the last three months.

Newly elected and appointed Trustees are to receive the OMA training. Typically the Illinois Attorney General's website provides access but due to a website hack that has been unavailable. Links were given to the Trustees from the Illinois Municipal League.

The Access Services Department acknowledged their Circulation staff for all of their hard work throughout the Library's COVID-19 reopening.

Youth Services hosted Battle of the Books during the month of May. They also donated the two older AWE computers and some books from their collection to the local school's for their Early Learner programs.

Adult Services Programming Coordinator Lori Lysik presented at the Reaching Forward Conference this year. The presentation, Crafting for the Not-So-Crafty, was a collaborative effort among three library programmers and was extremely informative.

The ESL conversation class on Zoom continues to grow; the class has been extended through June.

Trustees were given a draft of the Renovation Plaque, designed by Multimedia Librarian Rhone Talsma, to approve.

COMMITTEE REPORTS

No Committee Reports at this time.

UNFINISHED BUSINESS

No Unfinished Business at this time.

NEW BUSINESS

Director Wishnick and Administrative Manager Lies recently looked through all of the paid and upcoming renovation bills. The library is waiting to receive the meeting room chairs and the binder of the work from IHC.

Director Wishnick polled staff members on masking in Phase 5. It has been recommended that masks be required in all of the Youth Services department.

The Library is slowly bringing back in-person programming, reopened the study rooms without restriction and have allowed group meeting room reservations. Adult Services has opened two more computers with a total of six computers for patron use. Toys are still put away for the time being.

TRUSTEE COMMENTS

Trustee Pawlowski inquired about the status of the parking space lines. Administrative Manager Lies is waiting for an answer from Public Works.

Director Wishnick will coordinate with the new Trustees on an orientation date.

The reorganization of the Committees will take place next month.

Trustees would like an update on the Per Capita building and safety checklist.

ADJOURNMENT

There being no objections; the meeting was adjourned 8:14 p.m.

Respectfully submitted,

X

Brittany Lies
Administrative Manager

X

Stan Pawlowski
Secretary