

*Minutes of Regular Meeting
Board of Trustees, Chicago Ridge Public Library
May 10, 2021*

CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 7:01 p.m. Responding to roll call were Trustees Fletcher, Grabinski, Janik, and Pawlowski. Also present was Director Dana Wishnick.

AUDIENCE TO VISITORS

Sarah Werley
Mary Cryan
Catherine Sujak

Trustee introduced themselves; President Fitzgerald gave a summary of the role of a Library Trustee. Sarah Werley, Kay (Catherine) Sujak, and Mary Cryan introduced themselves, expressed their interest in becoming a Trustee, and what they have to offer.

REORGANIZATION

Trustees Fletcher, Janik, and Pawlowski all administered the Oath of Office by President Fitzgerald.

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

- ❖ THAT TRUSTEE PAWLOWSKI BE NOMINATED FOR THE OFFICE OF SECRETARY 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 Pawlowski.

- ❖ THAT TRUSTEE GRABINKSI BE NOMINATED FOR THE OFFICE OF TREASURER BE APPROVED

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

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

- ❖ THAT TRUSTEE JANIK BE NOMINATED FOR THE OFFICE OF VICE PRESIDENT BE APPROVED

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

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

- ❖ THAT TRUSTEE FITZGERALD BE NOMINATED FOR THE OFFICE OF PRESIDENT BE APPROVED

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

APPROVAL OF MINUTES

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of April 12, 2021.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF APRIL 12, 2021 BE APPROVED

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

FINANCIAL REPORTS AND APPROVAL OF BILLS

The April 2021 Income Statement has been tabled until the May meeting due to an error in the Furniture budget line.

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

- ❖ THAT THE APRIL 2021 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 Janik.

- ❖ THAT THE MAY 2021 CLAIMS LIST IN THE AMOUNT OF \$184,730.56 BE APPROVED

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

COMMUNICATIONS

Director Wishnick shared a handwritten thank you card from a young patron, who thanked the library for the take home crafts.

The Library has received five positive Google reviews during the last month.

DIRECTOR'S REPORT

The EIFS repair has been scheduled.

LFI Furniture will install the remaining right before the Reopening.

The ribbon cutting ceremony has been moved up to 1:10pm.

1st quarter statistics show visitors and circulation continue to increase.

Summer Reading starts Sunday, June 6th. The Library will have in person programming following COVID guidelines.

COMMITTEE REPORTS

No Committee Reports at this time.

UNFINISHED BUSINESS

The renovation update was discussed.

NEW BUSINESS

Jim Leppert, Project Manager from IHC, informed Director Wishnick that the library will go over the budgeted amount for IHC site supervision fees. The estimated amount is between \$10,000-\$20,000. This is primarily due to exterior building work. Director Wishnick is

recommending some of the funds from unspent revenue from 2020 be transferred to the Special Reserve Fund in the amount of \$50,000.

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

❖ THAT THE SPECIAL RESERVE TRANSFER RESOLUTION OF \$50,000 FROM FY2020 BE APPROVED

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

The insurance package, which includes automobile, Workers Comp, D&O, and Umbrella, is up for renewal on June 1st. There is an 8% rate increase for the package. The Cyber Liability and Crime Policies will be up for renewal in August and October.

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

❖ THAT THE LIBRARY ACCEPT THE COOK & KOCHER INSURANCE RENEWAL BE APPROVED

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

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

❖ THAT THE LIBRARY ACCEPT THE NON-RESIDENT CARD FEE AND RESOLUTION AUTHORIZING THE FY2021 FEE OF \$238.38 BE APPROVED

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

A motion to close the Regular meeting was made by Trustee Janik and seconded by Trustee Fletcher to go into Executive Session at 8:19pm.

A motion to open the Regular meeting was made by Trustee Janik and seconded by Trustee Fletcher at 8:46pm.

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

