

Palos Heights Public Library - Board of Trustees Meeting
Minutes of the June 20, 2019 Meeting

President Susan Snow called the meeting to order at 7:04 p.m. at the Palos Heights Public Library. 12501 South 71st Avenue, Palos Heights, Illinois.

Present were Trustees: Geri Burek, Sue Jankowski, Jennifer Georgis, Susan Snow, Ed McGovern, Steven Foertsch; Rose Zubik; Dawn Bronson, absent.

Also present were: Library Director Jesse Blazek, Jeannine Kacmar and Terry Fleckenstein

Welcome of Guests: Laura Babula

Public Comment: None

Minutes of 6/30/2019: No corrections or additions –

Treasurer's Motions:

Trustee Foerstch moved and Trustee McGovern seconded a motion to approve the Additional General Fund bill list for the month of May in the amount of \$39,601.62. On a roll call vote - all in favor and motion carries.

Trustee Foerstch moved and Trustee McGovern seconded a motion to approve the General Fund bill list dated June 20, 2019 in the amount of \$76,076.41. On a roll call vote - all in favor and motion carries.

Trustee Foertsch moved and Trustee Zubik seconded a motion to approve the Special Reserve Fund Bill list for the month of April in the amount of \$13,748. On a roll call vote – all in favor and motion carries.

Trustee Foertsch moved and Trustee Jankowski seconded a motion to approve the Special Reserve Fund bill list dated June 20, 2019 in the amount of \$6,790.50. On a roll call vote – all in favor and motion carries.

Trustee Foerstch moved and Trustee Zubik seconded a motion to approve the Treasurer's report for the month ending May 31, 2019. On a roll call vote - all in favor and motion carries.

President's Report: President Snow gave a brief report. For the record Trustee Zubik moved and Trustee Georgis seconded a motion to acknowledge Director Jesse Blazek's 4th Anniversary at the Library.

Director's Report: Director Blazek gave a brief report and status on library business. A written copy was provided to each Trustee.

Correspondence: Several thank you cards were received from Staff and one Thank You card in connection with the PHWC Celebration.

Committee Reports:

Budget & Finance - No Report

Building and Grounds – deferred to new business

City Council Liaison – Trustee Burek gave a brief report

Ethic Officer - No Report

Friends of the Library Liaison – Trustee Snow gave a brief report

Long Range Planning – no report

Nominating - No Report other than Nominations will be presented at August meeting

Personnel - No Report

Policy - No Report

Unfinished Business:

1. **Discussion of donation from the estate of Francine Zanardo -**
Jesse presented a sample of the stone to be purchased for the garden and discussed the upcoming Lisa See presentation at Ozinga Chapel on June 25th.

2. **Approval of Recommendation of Long Range Planning Committee - Mission Statement**

Our mission is to enrich our community by being a place where knowledge, information, culture and creativity thrive and people and ideas meet.

Trustee Georgis moved and Trustee Burked seconded a motion that the full board approve the Mission Statement that was presented and recommended by the Long Range Planning Committee. All in favor – motion carries.

New Business:

- a. **Approval of FY2018 Audit as presented by Dan Berg & Laura Babula of Sikich LLP:** Laura Babula gave a detailed accounting of the Audit that was prepared. There was extensive discussion regarding certain aspects of the audit. Trustee Georgis moved and Trustee Burek seconded a motion to approve the FY2018 Audit as presented by Sikich LLP. All in favor – motion carries.

Further, Trustee Georgis moved and Trustee Zubik seconded a motion that the library director begin a search for a new audit firm. After discussion – all in favor. Motion carries.

b. Approval of Recommendations of Building & Grounds Committee

1. Trustee McGovern moved and Trustee Georgis seconded a motion the board authorize the Library Director to have the authority to process building maintenance repairs up to and including the sum of \$5,000 without board approval. After discussion – on a roll call vote - all in favor. Motion carries
2. Trustee McGovern moves and Trustee Foertsch seconded a motion that the library engage NIR to repair that section of roof were flashing was not installed correctly in an amount not to exceed \$2,230. After discussion – on a roll call vote all in favor. Motion carries
3. Trustee McGovern moves and Trustee Georgis seconded a motion that the library engage GT Mechanical to install a new ProLon VAV controller in the reading Room and to program the baseboard heat in this room to respond to the new controller at a cost of \$1,875. After discussion – on a roll call vote – all in favor. Motion carries.

Trustee Georgis moved and Trustee McGovern seconded a motion to adjourn. Meeting adjourned at 8:45 p.m.

Next meeting: Thursday, August 15, 2019

