

Palos Heights Public Library  
Minutes of the April 21, 2022 Meeting

Meeting was called to order at 7:01 p.m. Roll call was taken and the following board members representing a quorum were in attendance: Hilary Rhodes; Sue Jankowski; Rose Zubik; Patrick Keough and Geri Burek. Library Director Jesse Blazek and Business Manager Terry Fleckenstein were also in attendance. There were no guests and no public comment.

Trustee Zubik moved and Trustee Rhodes seconded a motion to approve the minutes of the March 17, 2022 regular board meeting. All in favor motion carried.

Trustee Keough moved and Trustee Zubik seconded a motion to approve the General Fund bills for the month of March in the amount of 133,213.12. There was no discussion. On a roll call vote all in favor. No opposition. Motion carried.

Trustee Keough moved and Trustee Zubik seconded a motion to approve the Special Reserve Fund bills for the month of March in the amount of \$11,400. There was no discussion. On a roll call vote all in favor. No opposition. Motion carried.

Trustee Keough moved and Trustee Jankowski seconded a motion to approve the Treasurer's report for the month ending March 31, 2022. There was no discussion. On a roll call vote all in favor. No opposition. Motion carried.

President Burek gave a brief report in connection with a recent City Council meeting and questions pertaining to the library renovation project and assured the council members that this project will not affect resident's property taxes. She also reported on the status of renewal of the trustees.

Director Blazek gave his report, a copy of which was provided to all Trustees.

Correspondence: A thank you card from the staff to the board for gift cards presented during library week was passed around for the Trustees to read. There was no other correspondence.

Building and Grounds: There was a brief discussion on the Youth and Teen renovation project. After meeting adjourns Board members are invited to view the progress of the project.

City Council Liaison: President Burek gave a brief report regarding her attendance at the Mayor's Address to the residents.

Ethics Officer Report: President Burek reminded the board to complete their Ethic Statement online.

Friends of the Library: No Report

Long Range Planning: No Report

Nominating: No Report

Personnel: No Report

Policy: No Report

Unfinished business: Discussion of donation from the estate of Zanardo and Osterberg. Director Blazek gave an update on the status of the distribution of the Osterberg estate proceeds. Accountant advised that they were finishing up the tax return and that a distribution should be coming in the near future.

New Business: A brief report was given on the renovation progress.

Renovation Expenses and Change Orders:

Trustee Jankowski moved and Trustee Rhodes seconded a motion to approve payment of \$120,222.27 to Lo Destro Construction. After a brief discussion a roll call vote was taken. All in favor. No opposition. Motion carried.

Trustee Rhodes moved and Trustee Zubik seconded a motion to approve payment of \$5,880.00 to Independent Construction Services. After a brief discussion a roll call vote was taken. All in favor. No opposition. Motion carried.

Trustee Zubik moved and Trustee Rhodes seconded a motion to approve Contingency Allowance Authorization CAA 001 for stair carpeting in the amount of \$7,223.00. After a brief discussion a roll call vote was taken. All in favor. No opposition. Motion carried.

Trustee Zubik moved and Trustee Jankowski seconded a motion to approve Contingency Allowance Authorization CAA 002 for Wall furring in the amount of \$1,527.00. After a brief discussion a roll call vote was taken. All in favor. No opposition. Motion carried.

Trustee Zubik moved and Trustee Jankowski seconded a motion to approve Contingency Allowance Authorization CAA 003 for an additional dumpster in the amount of \$425.00. After a brief discussion a roll call vote was taken. All in favor. No opposition. Motion carried.

Recommendations of Building & Grounds Committee re Concrete Circle Landscaping:

The Building & Grounds Committee presented their recommendation that a fountain and appropriate landscaping be constructed on the grounds. Director Blazek will secure estimates and make a final determination such that this project can be undertaken as soon as possible.

Trustee Zubik moved and Trustee Rhodes seconded a motion to approve a fountain and landscaping project not to exceed the amount of \$25,000. After some discussion a roll call vote was taken. All in favor. No opposition. Motion carried.

There being no other business to come before the board Trustee Jankowski moved and Trustee Rhodes seconded a motion to adjourn. Meeting adjourned at 7:57 p.m.

NEXT MEETING: Thursday, May 19, 2022

## PALOS HEIGHTS PUBLIC LIBRARY - BOARD MEETING VOTING RECORD

**MEETING DATE: APRIL 21, 2022**

APPROVAL OF:	HILARY RHODES	GEORGE FEAR	SUE JANKOWSKI	JENNIFER GEORGIS	SUSAN SNOW	STEVEN FOERTSCH	ROSE ZUBIK	PATRICK KEOUGH	LAST VOTE GERI BUREK
ROLL CALL									
MINUTES: January 27, 2021									
GENERAL FUND BILL LIST: March 2022	✓	—	✓	—	—	—	✓	✓	✓
SPECIAL RESERVE FUND BILL LIST: March 2022	✓	—	✓	—	—	—	✓	✓	✓
TREASURER'S REPORT FOR MONTH ENDING: March 31, 2022	✓	—	✓	—	—	—	✓	✓	✓
<b>UNFINISHED BUSINESS</b>									
<b>1. Zanardo &amp; Osterberg Donations</b>									
<b>NEW BUSINESS</b>									
<b>2. Renovation Progress Reports</b>	No vote needed								
<b>3. Renovation Expenses and Change Orders:</b>									
a. Lo Destro Construction \$120,222.27	✓	—	✓	—	—	—	✓	✓	✓
b. Independent Construction Services \$5,880.00	✓	—	✓	—	—	—	✓	✓	✓
<b>c. Contingency Allowance Authorizations (CAA)</b>									
i. CAA 001: Stair Carpeting \$7,223.00	✓	—	✓	—	—	—	✓	✓	✓
ii. CAA 002: Wall furring \$1,527.00	✓	—	✓	—	—	—	✓	✓	✓
iii. CAA 003: Additional Dumpster \$425.00	✓	—	✓	—	—	—	✓	✓	✓
<b>4. Recommendations of Building &amp; Grounds Committee</b>									
a. Concrete Circle Landscaping	✓	—	✓	—	—	—	✓	✓	✓