

Palos Heights Public Library Board of Trustees

Meeting of March 14, 2022

President Burek called the meeting to order at 7:00 PM. The meeting was conducted in person at the Palos Heights Public Library.

The Secretary called the roll and the following Trustees were present: Trustees Burek, Snow, Foertsch, Jankowski, Georgis, Rhodes, Zubik and new Trustee, Patrick Keough, were present. Trustee Fear was absent. The President declared a quorum present.

Library Director, Jesse Blazek, and Business Manager Terry Fleckenstein were present.

No guests were present.

A message sent by Patron Mary Ann Ferrari was discussed. She asks for railings to be installed at the library front entrance will be considered.

Trustee Snow moved for the approval of the minutes of the January 27, 2022 meeting. Trustee Georgis seconded, and the motion carried.

Trustee Foertsch presented the following motions as Treasurer.

Trustee Foertsch moved to approve the General Fund bills for the month of January, 2022 in the amount of \$142,615.74. Trustee Rhodes seconded the motion. On a roll call vote, the motion carried.

Trustee Foertsch moved to approve the Special Reserve Fund bills for the month of January in the amount of \$12,450.24. His motion was seconded by Rose Zubik and carried on a roll call vote.

Trustee Foertsch moved to approve the Treasurer's report for the month of January 2022 and Trustee Jankowski seconded the motion. It carried on a roll call vote.

Next, Trustee Foertsch moved to approve the General Fund bills for the month of February, 2022 in the amount of \$134,476.55. Trustee Zubik seconded the motion and it carried on a roll call vote.

Trustee Foertsch moved to approve the Special Reserve Fund bills for the month of February in the amount of \$48,094.95. Seconded by Trustee Jankowski, this motion carried on a roll call vote.

Finally, Trustee Foertsch moved to approve the Treasurer's report for the month ending February 28, 2022 and, after a second by Trustee Rhodes, and a roll call vote, this motion carried.

Board President Trustee Geri Burek welcomed Patrick Keough to the Board.

Director, Jesse Blazek, made his report, in addition to the Director's Narrative provided in the Board members' packets. Announcing that demolition of the Youth and Teen Section had been completed, the Director invited Trustees to view the second floor after the meeting. Discussion of the request of Patron Mary Ann Ferrari continued, with plans to

evaluate the request in the context of ADA access requirements, curb cuts and previous building plans and construction for future discussion.

Director Blazek acquainted the Trustees with a request from the agent for Kendall Coyne Schofield, asking for a book signing opportunity at the PHPL. The Trustees generally approved the concept and expressed hope that Ms. Coyne Schofield would return for the dedication of the YTS space upon its completion.

Director Blazek announced that the Head of Circulation, Karen Skocik, has announced her retirement.

Correspondence in the form of thank you notes from the staff were circulated.

President Burek called upon committee chairmen and the following offered reports.

As Committee Chairman, President Burek announced that the Building and Grounds committee will meet in April.

President Burek reported that the City Council has resumed in person meetings.

Trustee Snow reported that the Friends of the Library earned \$3640 at their February book sale. They chose to support the purchase of the AWE computers on the list of open items for the new YTS facilities. This removed a \$10,500 item from the list of future purchases to be paid for by the Library. In anticipation of the August 5-9<sup>th</sup>, 2022 book sale, representatives of the Friends will staff a booth at the Palos Heights Farmers Market in July; date to be determined. The next meeting of the Friends of the Library will be held on May 11<sup>th</sup>.

Unfinished business regarding naming signage to honor deceased/donor patrons was discussed. On Trustee Snow's motion, and Trustee Zubik's second, the discussion was continued until the next meeting of the Board.

New Business.

No action moved or taken on the subject of Mask Requirements. The Library is following public health policies.

On the correction/revision to the FY22 Appropriation, previously passed by the Board, Trustee Snow moved and Trustee Georgis seconded that a revision to the appropriation be made to correct an error. The motion carried on a roll call vote, and the revised appropriation was presented to the Board President and Secretary for signing.

The agenda item presenting the expenditure for the AWE computers for the YTS was rendered unnecessary on account of the commitment by the Friends of the Library, announced earlier in the meeting.

The Director explained the request to exceed his authorized spending limit to purchase a new Solid State Starter from the Otis Elevator Company to repair and update our elevator. The request for the expenditure of \$6935. was moved by Trustee Zubik and seconded by Trustee Georgis. On a roll call vote, the motion carried.

Also in new business, the Trustee Ethics Statement, which we execute annually, must be renewed. On motion to do so by Trustee Snow, and second by Trustee Rhodes, the motion carried. All in attendance signed the new Trustee Ethics Statement.

Trustee Snow moved to adjourn the meeting and Trustee Georgis seconded. President Burek declared the meeting adjourned at 8:15 PM. The next regularly scheduled Board meeting is April 21, 2022.