

Palos Heights Public Library Board of Trustees

Meeting of October 21, 2021

President Burek called the meeting to order at 7:00 PM. The meeting was conducted, in person, at the Library, 12501 S. 75th Avenue, Palos Heights, IL.

The Secretary called the roll and the following Trustees were present in person: Trustees Burek, Snow, Zubik, Fear, Foertsch, and Rhodes. Trustees Georgis, and Jankowski, were absent. The President declared a quorum present.

Library Director, Jesse Blazek, and Business Manager Terry Fleckenstein were present. Public Services Librarian, Jeannine Kacmar, Youth and Teen Service Librarian Tina Ruzsala and Our Client Representative, Dan Eallonardo, were also present. The architectural firm of Product A+D was represented by Dan and Tiffany. No members of the public were present in person, nor was any public comment delivered to the Director via email for reading at the meeting.

Minutes of the Meeting of September 16th, 2021, were reviewed. On motion of Trustee Snow and second by Trustee Rhodes, to approve, a vote was taken. The minutes were approved and will be filed.

President Burek then called on Trustee Foertsch to present the Treasurer's motions. The first motion presented by Trustee Foertsch, to approve the General Fund Bills for the month of September 2021, in the amount of \$114,054.42, was seconded by Trustee Zubik. On a roll call vote, the motion to approve the General Fund Bills for September carried. The second motion, made by Trustee Foertsch, and seconded by Trustee Rhodes, was to approve the Special Reserve Fund bills for the month of August in the amount of \$26,594.36. This motion was carried on a roll call vote. The next motion by Trustee Foertsch was to approve the Treasurer's report for the month ending September 30, 2021. It was seconded by Trustee Zubik, and was carried on a roll call vote.

The President reminded the Trustees of the November 18th meeting. She also asked us to save December 9th in the event a special meeting becomes necessary to put the YTS renovation plans out for bid. Trustee Burek reminded the Board members to share suggestions for new Trustees. Also, the President distributed the Committee assignment sheet, but is amenable to new Committee assignments if asked.

The Director, with Public Services Librarian, reported about the successful subscription of 128 libraries in Illinois to the upcoming virtual author program with Chris Bohjalian. His most recent book, Hour of the Witch, is very popular. A total of 4374 tickets have been sold thru all of the libraries, greatly reducing the cost, per view, to present such a famous author to patrons. The Trustees expressed congratulations to Mrs. Kacmar for great work. A positive newspaper article about the successful pet adoption event put on by Circulation Department Head, Karen Skocik, was shared.

Before the meeting started, the Director had invited Trustees to look at the array of newly chosen samples of flooring, seating, lighting and other materials selected as alternatives to those first shared.

The representatives of Product AD then began the updated visual presentation for the Trustees and discussed the new materials selected. The Trustees were able to ask questions of Dan and Tiffany, as well as of YTS Librarian, Tina Ruzsala about the selections.

Committee Chairmen reported as follows:

Friends of the Library Liaison, Trustee Snow, deferred to Director Blazek, who reported that the Friends will be meeting on November 10th at 3 PM.

Trustee Zubik reported on proposed changes to the Library's policies to be voted on in the New Business of the meeting. The Unattended Children Policy and Persons without Rides Policy were tabled.

The items on the Unfinished Business agenda were dealt with as follows: Zanardo donation deferred to the November meeting; Library's reopening plan was reported as status quo. Owners' representative, Dan Eallonardo described the current status of the YTS renovation project, especially in relation to going out for public bid, and that projected schedule. Mr. Eallonardo as always, answered all questions.

New Business

The Board considered the Product AD invoice for October and on motion of Trustee Snow, and second by Trustee Zubik to pay the firm \$12, 803.06, a roll call vote by the Trustees carried the motion.

Trustee Zubik, Chairman of the Policy Committee, and Director Blazek, presented proposed updates to the Library's policies.

The Holiday Observance Policy was passed on a motion by Trustee Zubik, second by Trustee Snow, and a voice vote.

The Laminating Policy was passed on the motion of Trustee Zubik, second by Trustee Snow, and a voice vote.

The approval of the Library Closing dates for FY 2022 was carried on motion by Trustee Snow, second by Trustee Rhodes and voice vote of the Trustees.

The FY2022 Library Board meeting schedule was discussed and one amendment was made before Trustee Zubik moved for its adoption. Trustee Fear seconded the meeting schedule as amended. The motion carried with the September meeting date changed to September 14th, 2022.

The Staff Appreciation Awards Policy was amended on a voice vote, after a motion by Trustee Zubik and second by Trustee Rhodes. After that motion had carried, the Board took up the 2021 Staff Appreciation Awards and \$4350 for that category was approved in a roll call vote on the motion by Trustee Foertsch and second by Trustee Zubik.

Trustee Snow moved to adjourn the meeting and Trustee Rhodes seconded the motion.

The meeting was adjourned by President Burek, after a motion by Trustee Snow, at 8:55 PM. The next meeting is November 18th.