

Palos Heights Public Library Board of Trustees

Meeting of September 16, 2021

Minutes

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, Georgis, Snow, Zubik, Jankowski, and Rhodes. Trustees Fear and Foertsch were absent. The President declared a quorum present.

Library Director, Jesse Blazek, and Business Manager Terry Fleckenstein were present. Our Client Representative, Dan Eleanardo, was also present. 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 August 19th, 2021, were reviewed and two necessary corrections were noted. A motion to approve the minutes, as corrected, was made by Trustee Zubik, seconded by Trustee Rhodes. The motion carried and the corrected minutes will be filed.

President Burek then called on Trustee Georgis to present the Treasurer's motions. The first motion presented by Trustee Georgis, to approve the General Fund Bills for the month of August 2021, in the amount of \$125,192.84, was seconded by Trustee Jankowski. On a roll call vote, the motion to approve the General Fund Bills for August carried. The second motion, made by Trustee Georgis, and seconded by Trustee Zubik, was to approve the Special Reserve Fund bills for the month of August in the amount of \$9139.17. This motion was carried on a roll call vote. The next motion by Trustee Georgis was to approve the Treasurer's report for the month ending August 31, 2021. It was seconded by Trustee Rhodes, and was carried on a roll call vote.

The President apologized for her absence from the August meeting of the Board.

The Director augmented his written narrative by referring to some of the proposed color and furniture selections being considered for the YTS renovation. Chairs had been set up in the meeting room and the Trustees had been invited to test them before the meeting began. The preference of the Trustees was universal and noted by the Director. He reported that the Trustee input on the color palette had led to alternative/new selections being made by Product AD. Successful programming was reported: Pet Adoption Day and the enthusiastic response to the Bohalian program coming up.

The new City Administrator visited the Library for a meeting with the Director.

The Director reported that the IMET fund has finally closed and we will receive our share of the remaining funds being held by the Administrator.

Committee Chairmen reported as follows:

Building and Grounds Chairman, Trustee Burek, reported their meeting lacked a quorum and another will be scheduled.

Friends of the Library Liaison, Trustee Snow, began a report, but Trustee Jankowski, who had attended the September meeting, presented the detail. The decision to go ahead with a program of holiday movies on the first Saturday in December was made and it is to be called: Celebrate the Season. An effort is being made to avoid scheduling conflict with other community holiday events.

Trustee Snow reported the Personnel Committee's Director Evaluation Results. Using a modified evaluation form, relevant to the Pandemic context, the results put the Director's job performance at only one point shy of the highest possible total. He was congratulated.

Trustee Zubik presented the slate for the Nominating Committee: for President, Trustee Burek; for Vice-President, Trustee Georgis, for Recording Secretary; for Treasurer, Trustee Foertsch. There were no nominations from the floor. The entire slate was elected on a voice vote.

The items on the Unfinished Business were deferred to the October meeting, with the exception of further discussion on the YTS renovation. Owners' representative Dan Eleanardo described the current status of the project and the projected schedule for public bidding. The Trustees asked the Director and Mr. Eleanardo to include plans for separating patrons from construction and construction workers, consistent with pandemic protocols. Possible spillover locations in the community were discussed

New Business

Director Blazek presented and explained the Proposed FY 2022 Budget for the Library. Trustee Snow moved to approve it and Trustee Georgis seconded the motion. On a roll call vote the motion carried.

Trustee Snow moved to approve the FY 2021 Levy, which also had been explained by the Director. Trustee Georgis seconded the motion, and on a roll call vote, the motion carried. A resolution to this effect shall be signed.

Two payments were sought to be made from the Special Reserves account, which were in excess of the \$5000. limit on the Director's authority without Board approval. First, Trustee Zubik moved to approve \$13,000 to pay Product AD's September invoice for architectural services. Trustee Georgis seconded the motion, and on a roll call vote, the motion carried. Second, the proposal by GT Mechanical to replace the AHU controller and Interface at a cost of \$18,000 was approved on a motion by Trustee Zubik and second by Trustee Georgis, resulting in a roll call vote which carried the motion.

Business was concluded with the signing of the Levy Resolution by the President and Secretary.

The meeting was adjourned by President Burek, after a motion by Trustee Snow, at 8:30 PM. The next meeting is October 21, 2021.