

Palos Heights Public Library Board of Trustees

Minutes of the meeting of June 15, 2023

The meeting was called to order at 7:01 PM by President Geri Burek. The following Trustees were present: Trustee Jankowski, Rhodes, Key, Snow, Zubik and Burek were present. Trustees Keough and Foertsch were absent. The President announced that a quorum was present.

Library Director, Jesse Blazek, was present as was Business Manager Terry Fleckenstein. Lorena Rodriguez, Circulation Supervisor, was present.

No members of the public were present, and thus, no public comment was offered.

The minutes of the May 18<sup>th</sup> meeting were approved on Trustee Zubik's motion, Trustee Jankowski's second, and a voice vote.

Trustee Key, moved to approve the General Fund bills for the month of May, for the total of \$136, 063.97. Her motion was seconded by Trustee Zubik. On a roll call vote the motion carried.

Again, Trustee Key moved to approve the Treasurer's report for the month ending May 31, 2023. Trustee Zubik provided the second, and a roll call vote carried the motion.

The President began her report by offering congratulations to Jesse and the staff for the successful kick off event for the summer reading program. The Director said that after positive first time experience, they will definitely do it again.

The Director reported, in addition to the narrative included in the Trustee's packets, and spoke of changes in library hospitality/coffee service: it is permitted once again post Covid. He reminded the Trustees of the 4<sup>th</sup> of July parade, with its 'rock star' theme for Library participants, and of the July meeting of the fundraising committee.

The President called for committee reports and the following were given:

President Burek reminded Trustees of the Concert in the Park on June 22<sup>nd</sup>, as the City Council Liaison.

As Chair of the Fundraising Committee, Trustee Burek reminded Trustees of the upcoming July meeting.

Trustee Snow, Chairman of the Policy Committee reported on the meeting which had taken place immediately before the Board meeting. The results of the benchmarking survey had been received and are being preliminarily reviewed by the Director and Committee. The Director's Evaluation process was postponed for further contributions from committee members. The Director provided information about the new statutory requirements for paid leave for part time employees. With the Policy Committee Chairman, Trustee Zubik, in attendance, the recommendation for applying the new requirements to PHPL staff effected by the law, will be proposed at subsequent meetings in the form of policy changes.

#### New Business

After a presentation by the Director, a list of budget amendments with rationales, was approved. Trustee Snow made the motion, Trustee Zubik seconded and a roll call vote was taken to carry the motion.

The Annual discussion to select the formula by which Non-Residents purchase Library cards took place. The decision to charge \$302.19 was made after the discussion on Trustee Zubik's motion and Trustee Key's second, and a roll call vote.

Trustee Snow moved to adjourn the meeting, seconded by Trustee Zubik and the gavel came down to adjourn at 7:45PM.

The next meeting will take place on August 17<sup>th</sup>, 2023 at 7:00 PM.