

Palos Heights Public Library Board of Trustees

Minutes of the meeting of March 16, 2023

The meeting was called to order at 7:04 PM by President Geri Burek. The following Trustees were present: Trustees Foertsch, Rhodes, Keough, Snow, Zubik and Trustee Burek was present via zoom. Trustees Key and Jankowski were absent. The President announced that a quorum was present.

Library Director, Jesse Blazek, was present as was Business Manager Terry Fleckenstein

New staff member, Mary Kay Klassen, was present and introduced to the Board. She was welcomed by the Board. No members of the public were present, and thus, no public comment was offered.

The minutes of the February 16<sup>th</sup> meeting were approved on Trustee Snow's motion, Trustee Zubik's second, and a voice vote.

Treasurer, Trustee Keough, made his motion to approve the General Fund bills for the month of February for the total of \$144,999.46 His motion was seconded by Trustee Rhodes. On a roll call vote the motion carried.

Trustee Keough's next motion was to approve the Treasurer's report for the month ending February 28<sup>th</sup> 2023. Trustee Foertsch provided the second, and a roll call vote carried the motion.

The President did not present a report.

The Director made the following reports in addition to the narrative provided in the Trustees' packets. He attended the State of the City event as did Trustees Key and Keough. The cash register at the Circulation Desk has been replaced. The Director will be presenting at the Illinois Library Directors' University on the capital needs assessment projection spreadsheet technique he developed for us.

There was correspondence from the Navajo Hills Homeowners Assn. thanking the Library for the meeting room space and adding that they think that the meeting room should be available to community organizations at no fee. There was some discussion of this recurring request and an agreement to continue that at a later date.

President Burek called on Committee Chairmen to report. The following committees had reports and made them:

Building and Grounds Committee Chairman, Steve Foertsch, announced that Roy Erikson had been hired as our new landscaping contractor. With Director Blazek's contribution to the report including the plan to get bids on the handles and railings for the front entrance steps.

Director Blazek offered a report from the Friends of the Library meeting. The Friends voted to pay for additional supplies for the FAB Lab, for staff to work with. The next meeting is May 10<sup>th</sup>.

## NEW BUSINESS

On the agenda for “discussion” was the possibility of transition to an Annual Budget System. Pros and cons of such a move were discussed, including the fact that the City has already adopted this type of system.

In light of the June 3<sup>rd</sup> Library event, Summer Reading Block Party, the Director suggests that the Library building itself be closed to patrons from opening until 1PM, to allow staff to work the event outdoors. Trustees were assured that toilet facilities will be provided for patrons. Trustee Snow moved to adopt this plan and Trustee Zubik seconded the motion. It carried on a voice vote.

The Trustees considered the annual gifts to the staff in honor of National Library Workers’ Day on April 25<sup>th</sup>. Trustee Snow moved to provide \$675 for these honoraria and Trustee Keough seconded the motion. On a roll call vote, the motion passed.

President Burek asked for a motion to adjourn. Trustee Zubik provided one and Trustee Keough seconded it.

The meeting was adjourned at 7:59 PM.

The next meeting will take place on April 20<sup>th</sup> at 7:00 PM.