

Palos Heights Public Library Board of Trustees

Minutes of the meeting of May 18,2023

The meeting was called to order at 7:00 PM by President Geri Burek. The following Trustees were present: Trustees Jankowski, Rhodes, Keough, Key, Snow, Foertsch, Zubik and Burek were present. No Trustees were absent. The President announced that a quorum was present.

Library Director, Jesse Blazek, was present as was Business Manager Terry Fleckenstein. Riley Martin, of the CPA firm of Lauterbach and Martin, our auditors was present. Tina Ruzala, YTS Supervisor, was also in attendance.

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

The minutes of the April 20th meeting were approved on Trustee Snow's motion, Trustee Rhodes' second, and a voice vote.

Treasurer, Trustee Keough, made his motion to approve the General Fund bills for the month of April, for the total of \$138,965.87. His motion was seconded by Trustee Zubik. On a roll call vote the motion carried.

Trustee Keough's next motion was to approve the Treasurer's report for the month ending April 30, 2023. Trustee Key provided the second, and a roll call vote carried the motion.

With agreement of the Board, President Burek called on Mr. Martin to present the audit his firm performed for the Library early. His report was a "100% clean; unmodified" audit. Mr. Martin spoke of how easy it is to work with our Business Manager, Terry, and our Director, Jesse. Questions were taken from the Board members about the Management letter comments document before the Board voted to approve the FY 2022 Annual Financial Report. The motion was made by Trustee Keough and seconded by Trustee Zubik. It carried on a roll call vote.

The President did not have a report.

The Director's report announced the setting of September 30, 2023 for FanCon.

Correspondence had been received from staff members expressing gratitude for the Staff appreciation gift cards given during National Libraries Week and was passed around to Trustees to read.

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

President Burek reported on a plan to meet with City Treasurer, Jim Daemicke and Director Blazek. The Director is setting the date.

Trustee Jankowski reported on the Friends of the Library meeting on May 10th. The Friends have voted to give the Library \$3943 for two new self-checkout stations and \$1000 toward the summer reading program. Due to past conflicts with the early August dates for the Friends/Library Book Sale, new dates have been chosen for 2023: August 18 & 19, with the bag sale on August 20th. Book donations are needed.

The Fundraising Committee, Chaired by President Burek, met before this meeting. “The purpose of the Fundraising Committee is to raise funds for the Library to expand the patron experience by enriching the facilities, programming, collections, and services that the Library provides to the community” was adopted in Committee, and reported in the Board meeting. Burek reported several of the ideas for fundraising which were suggested at the Committee meeting, including an Adopt-A-Book program and a Taste of Palos in the Library, in October.

President Burek chairs the Legislative Liaison Committee and reported that both the State Senate and House of Representatives had passed the legislation restricting book banning, sponsored by Secretary of State Giannoulis. It awaits the Governor’s signature.

Trustee Snow reported that the Personnel Committee would be meeting before the Board meeting on June 15th, at 6:00 PM, to discuss the review/evaluation instrument for the Library Director and review the results of the benchmarking survey we commissioned.

The Policy Committee’s report will appear in New Business.

New Business

The remaining new business was the request to modify the existing Library policy regarding Patron Behavior, as relates to appropriate dress in the Library. YTS Supervisor Ruzalla reported the increased number of patrons entering the building without shoes, or taking their shoes off while in the building and putting their bare feet on the new YTS furniture. After some discussion, Trustee Snow moved and Trustee Rhodes seconded the adoption of the updates to the Patron Behavior Policy. It carried on a voice vote.

Trustee Jankowski moved to adjourn; Trustee Foertsch seconded and the President adjourned the meeting at 7:50 PM.

The next meeting will take place at 7:00PM on Thursday, June 15, 2023.