

Palos Heights Public Library Board of Trustees

Meeting of May 20, 2021

Minutes

President Burek called the meeting to order at 7:00 PM. The meeting was conducted in person, with one Trustee attending via Zoom video-conferencing.

The Secretary called the roll and the following Trustees were present in person: Zubik, Georgis, and Jankowski, as well as President Burek. Trustee Snow attended via Zoom. Trustee Rhodes arrived shortly after roll was called. Trustees Fear and Foertsch were absent.

Library Director, Jesse Blazek, and Public Services Librarian Jeannine Kacmar were present. No guests 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 March 18th, 2021, were reviewed and approved on a motion by Trustee Georgis, seconded by Trustee Zubik. The vote on this motion, as are all votes in meetings conducted with the use of a virtual platform, was conducted by a roll call vote. The motion carried and the approved minutes are filed. As the April Board meeting was cancelled, there were no minutes to review for that meeting.

President Burek then called on Trustee Zubik, in the absence of the Treasurer, to present the Treasurer's motions. The first motion presented by Trustee Zubik, to approve the General Fund Bills for the month of March 2021, in the amount of \$108,867.22, was seconded by Trustee Jankowski. On a roll call vote the motion to approve the General Fund Bills for March carried. The second motion made by Trustee Zubik was to approve the Special Reserve Fund bills for the month of March in the amount of \$560. This motion was seconded by Trustee Snow and on a roll call vote, was carried. The next motion by Trustee Zubik was to approve the Treasurer's report for the month ending March 31, 2021. It was seconded by Trustee Georgis, and was carried on a roll call vote. Moving to the April bills, Trustee Zubik moved to approve the General Fund bills for April 2021 in the amount of \$118,251.35, which motion was seconded by Trustee Georgis. After a roll call vote, the motion carried. For her final motion, Trustee Zubik moved to approve the April 30th 2021 Treasurer's report and Trustee Georgis seconded that. The motion was carried on a roll call vote.

Board President Geri Burek welcomed the Board members back to the in-person meeting format in the Library. She confirmed with the Director that all Trustees had filed their Statements of Economic Interest. President Burek acknowledged Trustee Snow for remembrances provided to staff for Library Workers Appreciation Week and congratulated staff for the roll out of the Library's new Fine Free policy. She also thanked Business Manager Fleckenstein for assistance in expressing condolences to the Director on behalf of the Board. President Burek announced that Trustee Jankowski has agreed to be reappointed to another term.

In addition to the Director's Narrative in our packets, the Director reported as follows. More trees on the Library grounds will be removed, due to disease. They will be replaced with trees more appropriate to the environment and more disease resistant. As Executive Orders in the state have moved the Library along the operating protocols continuum, the Director has spent much of his time putting the required changes into action. There has been notification from the Osterberg Estate that the Library is listed as a beneficiary of the Estate, but no further information is available to report. The Director did recognize Jeannine Kacmar's stewardship of donors.

Correspondence from the Library Staff, being thank you notes for Library Workers Appreciation Week gifts, will be brought to the next meeting.

There were no committee reports, except from the Friends of the Library, via the Director. They have a meeting scheduled for June 9th and a tentatively scheduled book sale beginning June 25th.

Unfinished Business

Regarding the funds attributable to Francine Zanardo's gift, the topic is deferred to the June meeting.

The Library Reopening Plan was discussed in the Director's report and remains on course for a June 4th return to Phase 4.

Our Youth and Teen Services Renovation Project has moved along with visits to the Library and meetings with staff. Trustees were able to see some preliminary working concepts on the Trustees' website. The members of the Product Architecture and Design team will join us for the June 17th Board meeting.

New Business

The annual approval of the Non-resident Library Card fee, and the calculation thereof, was discussed. On motion of Trustee Zubik to continue to use the same formula for each applicant, the non-resident fee should be \$318.96. This was seconded by Trustee Georgis and carried on a roll call vote.

The Director requests the approval of a contract expenditure for repairs to concrete curbs and northside circular patio, as estimated by TMO Construction, for \$6,960.00. After hearing the description of the scope of the work to be covered, expanded to include the patio circle in order to make the job size appropriate for the company to bid, Trustee Snow moved to approve the request. Trustee Georgis seconded the motion and it carried on a roll call vote.

On a motion by Trustee Snow and second by Trustee Zubik, the meeting was adjourned at approximately 8:01 PM by President Burek.

The next meeting is scheduled for June 17th, 2021 at 7:00PM.