

Palos Heights Public Library Board of Trustees

Meeting September 14, 2022

The meeting of the Palos Heights Public Library Board of Trustees was called to order at 7:00 PM on September 14, 2022 by President Geri Burek. The following Trustees were present: Trustees Burek, Foertsch, Keough, Key, Jankowski, and Snow. Trustees Rhodes, and Zubik were absent. The President declared a quorum was present. The Library Director, Jesse Blazek, and the Business Manager, Terry Fleckenstein, as well as Dan Eallonardo, our Owner's Representative, were also present. No guests were present, and no public comment, nor correspondence were offered.

The minutes of the Board's meeting of August 18, 2022 were approved on the motion of Trustee Foertsch, second of Trustee Jankowski, and a voice vote.

The Treasurer's first motion, to approve the General Fund bills for the month of August in the amount of \$167,621.27, was seconded by Trustee Key. On a roll call vote, the motion carried.

Finally, Trustee Foertsch moved to approve the Treasurer's report for the month ending August 31, 2022 and Trustee Key provided the second. The motion carried on a roll call vote.

Board President Geri Burek solicited Trustees to express interest in Committee assignments, clarifying the activities and purpose of each committee. She deferred to the Director to make a report of the City Budget and Finance Committee meeting she attended with the Director, the Board Treasurer and the Board Recording Secretary. This segued to the Director's report that the City of Palos Heights Budget and Finance Committee has approved a loan to the Palos Heights Public Library \$575,000, without interest. Each party who attended offered some portion of the report or observations of the meeting.

Director Jesse Blazek continued with the following in addition to his Director's Narrative. The Pet Adoption event drew approximately 65 people and pets were adopted. The Fan Con event was upcoming, on the 24th.

President Burek then called upon Committee Chairmen to report.

Budget and Finance Committee considerations from the meeting immediately preceding the Board meeting included the question of staff increases based upon the CPI. The Committee is referring a request for updated/current Market Benchmarking.

No report from Trustee Burek as Building and Grounds Chairman or City Council Liaison.

No report from the Ethics Officer, Trustee Snow.

With the Director's assistance, it was reported that the Friends of the Library voted to donate just shy of \$10,000 to pay for some programming costs.

No report from Long Range Planning.

The Nominating Committee report, the nominated slate of officers will appear in the New Business, Election of officers.

Trustee Snow, Chairman of the Personnel Committee, acknowledged the request for Market Benchmarking from the Budget and Finance Committee meeting.

No report from the Policy Committee.

There was no Unfinished Business.

The New Business agenda:

1. The request to approve a payment to LoDestro Construction, on the renovation contract, in the amount of \$72,443.13 was moved by Trustee Snow and seconded by Trustee Key. On a roll call vote, the motion carried. The discussion included a report on the status of the renovation project by Owners' Representative Dan Eallonardo. The unfinished portions of the project are primarily incomplete orders of custom furniture. The project is on track to be completed below budget, with contingency funds remaining.
2. Based upon the report of Mr. Eallonardo, Trustee Snow moved to pay Independent Construction Services \$5,460. This motion was seconded by Trustee Jankowski, and carried on a roll call vote.
3. From the Budget and Finance Committee the proposed budget for FY2023 was presented by the Director and the Treasurer. Trustee Snow moved to approve it and Trustee Key seconded the motion. The motion carried and the budget was approved on a roll call vote. President Burek asked that the budget be shared with the City Treasurer Daemicke.
4. Trustee Snow moved to approved the proposed Levy for FY2022 at \$1,856,425.00, and Trustee Key seconded the motion. This carried on a roll call vote.
5. Based upon the earlier reports from the Director and Trustees, the subject of the loan of \$575,000 from the City of Palos Heights was revisited as new business. Trustee Keough moved, and Trustee Jankowski seconded the motion to approve our "Resolution to Borrow" that sum from the City. The motion carried after clarification that the terms being approved were zero interest and repayment by May 1, 2023.
6. Reimbursement of Trustee educational expenses for three Trustees (Burek, Key and Snow) to attend the Illinois Library Association convention in Rosemont in mid-October was approved on the motion of Trustee Keough and second by Trustee Foertsch. The total expenses requested were \$198.10 and on roll call vote, reimbursement was approved.
7. According to the Board's bylaws, the election of officers takes place at the Board's September meeting each year. The slate presented by Trustee Snow, for the Nominating Committee Chairman, Rose Zubik, is as follows: Geri Burek for President, Rose Zubik for Vice President, Susan Snow for Recording Secretary and Patrick Keough for Treasurer. The President asked if there were any nominations from the floor and none were spoken. Trustee Jankowski moved that the entire slate be elected and Trustee Key seconded the motion. This motion carried on a voice vote and the following will serve as officers of the Palos Heights Public Library Board of Trustees for the 2022-2023 terms: Geri Burek, President; Rose Zubik, Vice-President; Pat Keough, Treasurer; Susan Snow, Recording Secretary.

Trustee Keogh moved to adjourn the meeting and the President declared it so at approximately 8:45 PM.

Next meeting of the Board: October 13, 2022.