

Palos Heights Public Library

Board of Trustees Meeting

June 20, 2024

The meeting of the Board of Trustees was called to order at 7:00 PM by President Burek. The following Trustees were present: , Jankowski, Keough, Key, Rhodes, Snow, Zubik and President Burek. Absent were Trustees Foertsch and Peltz. A quorum was declared.

Library staff members attending were Library Director, Jesse Blazek, Business Manager, Terry Fleckenstein, and Youth and Teen Section Supervisor, Tina Ruzsala. The Library's Owner Representative, Dan Eallonardo, was also present.

No members of the public attended and no public comment was offered.

The minutes of the May 16, 2024 were approved on a motion by Trustee Snow and second by Trustee Zubik. The motion carried on a voice vote.

Trustee Keough presented the Treasurer's motions. The first of these was the motion to approve the General Fund bills, totaling \$180,535.88 for the month of May 2024. Trustee Key seconded. On a roll call vote, the motion carried. The next motion put forth by Trustee Keough was to approve the

Treasurer's report for the month ending May 31 2024. Trustee Zubik seconded. This motion carried on a roll call vote.

The President asked the Trustees to agree to hear from our Owner's Representative, Dan Eallonardo, out of order, on the subject of Approval of Engineer for Parking Lot repair, in the unfinished business portion of the agenda. There was agreement as to this and Mr. Eallonardo made a report. Two firms bid on this portion of the parking lot resurfacing project. After hearing the report and discussing the options, Trustee Keough moved to engage Product Architecture and Design to carry out the engineering portion of the project, with core samples, for an amount not to exceed \$14,750. Trustee Zubik seconded the motion and the motion carried on a roll call vote.

President Burek returned to the Agenda. She did not offer a President's report.

The Library Director presented the following in addition to the material reported in the Director's Narrative portion of Trustee materials. The Library will be taking advantage of the new State of Illinois major database offering, plus 2 "ala cartes". The Director has been in discussions with a potential donor who is considering a series of donations in life.

The President called for Committee reports and the following were presented:

The Building and Grounds Committee's report was considered in the Unfinished Business.

City Council Liaison, Trustee Burek, reported that the Library's sponsorship of the City's summer concert series has taken the form of a \$1000 donation.

For the Friends of the Library, Trustee Jankowski and the Library Director reported on plans to celebrate the 40th anniversary of the Friends of the Palos Heights Public Library. President Burek contributed a suggestion to create an event, such as a lunch for the Friends, during the celebration days, October 20-26th, 2024. Other components, such as a book giveaway, will be included in the celebration.

Trustee Snow, as chairman of the Nominating Committee, again reminded Trustees of the upcoming vacancies in all of the Board of Trustees offices: President, Vice-President, Recording Secretary and Treasurer. The nominations are made during July, presented at the August Board meeting and elections take place at the September meeting. Trustee Burek and Trustee Snow have each exhausted their permitted term lengths at their present offices. Those Trustees interested in being considered for an office should contact Trustee Snow.

The Personnel Committee met before this Board meeting and worked on several items, including the current year version of the Director Evaluation questionnaire. No action or recommendation emerged from this meeting, and the Committee will continue its work at a September 19th meeting preceding the Board meeting.

Trustee Zubik reported that work for the Policy Committee emerged as a result of the Personnel Committee meeting this evening and the Committee will meet to address the actions suggested.

There being no New Business as predicted by the Agenda, the President called for a motion to adjourn. This was provided by Trustee Zubik, with a second by Trustee Rhodes. The meeting was adjourned at 7:58 PM.

The next meeting of this Library Board will take place on August 15th at 7:00 PM.