

**Minutes of Regular Meeting  
Board of Trustees, Chicago Ridge Public Library  
January 10, 2022**

The board president determined that an in-person meeting was not practical or prudent because of COVID-19. The board meeting was held via Zoom.

**CALL TO ORDER AND ROLL CALL**

President Fitzgerald called the meeting to order at 7:04 p.m. Responding to roll call were Trustees Fletcher, Janik, Pawlowski, Sujak, and Werley. Also present were Director Wishnick and Administrative Manager Brittany Lies.

**AUDIENCE TO VISITORS**

No Audience to Visitors.

**APPROVAL OF MINUTES**

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of December 13, 2021.

It was moved by Trustee Fletcher and seconded by Trustee Janik.

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF DECEMBER 13, 2021 BE APPROVED

|              |   |
|--------------|---|
| AYES.....    | Fitzgerald, Fletcher, Janik, Pawlowski, Sujak, and Werley |
| NAYS.....    | None  |
| ABSENT.....  | Grabinski   |
| ABSTAIN..... | None  |

**FINANCIAL REPORTS AND APPROVAL OF BILLS**

It was moved by Trustee Werley and seconded by Trustee Pawlowski.

- ❖ THAT THE DECEMBER 2021 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

|              |   |
|--------------|---|
| AYES.....    | Fitzgerald, Fletcher, Janik, Pawlowski, Sujak, and Werley |
| NAYS.....    | None  |
| ABSENT.....  | Grabinski   |
| ABSTAIN..... | None  |

It was moved by Trustee Pawlowski and seconded by Trustee Janik.

❖ THAT THE JANUARY 2022 CLAIMS LIST IN THE AMOUNT OF \$112,509.80 BE APPROVED

AYES..... Fitzgerald, Fletcher, Janik, Pawlowski, Sujak, and Werley  
NAYS..... None  
ABSENT..... Grabinski  
ABSTAIN..... None

Trustee Grabinski joined the meeting at 7:25 p.m.

***COMMUNICATIONS***

The library received both a positive comment card and Google review.

***DIRECTOR'S REPORT***

From January 3rd to January 6th, 2022 the library cutback hours to 11am-7pm. The library resumed normal hours on January 10, 2022.

Director Wishnick will provide an updated expenditure estimate for FY2021 at the February meeting. The library will come \$40,000 under in property taxes.

2020 was the last year of the three year contract with auditors, O'Neill & Gaspardo. Director Wishnick and Administrative Manager Lies are recommending the library sign another 3 year contract.

Filtering on all library computers has been put in place, which makes the library E-Rate compliant.

The E-Rate competitive bidding period ended. The library received three bids for 1G Fiber Internet and has selected Comcast Business, the lowest bidder and our current internet provider.

The Per Capita grant is requiring libraries to review it's standards entirely. The board reviewed Chapter 1: Core Standards and Chapter 2: Governance and Administration. The library met all of the standards per chapter.

Trustees inquired on possible Chromebook replacements.

***COMMITTEE REPORTS***

No Committee Reports at this time.

***UNFINISHED BUSINESS***

No Unfinished Business at this time.

***NEW BUSINESS***

The Sick Time and Holiday policy has been revised. Director Wishnick also created a Service Award and a Paid Parental Leave policy.

It was moved by Trustee Pawlowski and seconded by Trustee Werley.

- ❖ THAT THE SICK TIME, HOLIDAYS, SERVICE AWARDS, AND PAID PARENTAL LEAVE POLICIES WITH THE RECOMMENDED EDITS BE APPROVED

AYES..... Fitzgerald, Fletcher, Janik, Grabinski, Pawlowski, Sujak, and Werley  
NAYS..... None  
ABSENT..... None  
ABSTAIN..... None

It was moved by Trustee Janik and seconded by Trustee Sujak.

- ❖ THAT THE THREE YEAR AUDIT CONTRACT WITH O'NEILL & GASPARDO BE APPROVED

AYES..... Fitzgerald, Fletcher, Janik, Grabinski, Pawlowski, Sujak, and Werley  
NAYS..... None  
ABSENT..... None  
ABSTAIN..... None

Director Wishnick is researching LIMRiCC for health insurance.

***TRUSTEE COMMENTS***

Trustee Pawlowski discussed increasing the number of paid weeks covered for the Paid Parental Leave with Trustee Werley agreeing. The Board asked Director Wishnick to look into how much time other libraries give.

***ADJOURNMENT***

There being no objections; the meeting was adjourned 8:30 p.m.

Respectfully submitted,

X

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Brittany Lies  
Administrative Manager

X

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Stan Pawlowski  
Secretary