

*Minutes of Regular Meeting
Board of Trustees, Chicago Ridge Public Library
July 11, 2022*

CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 7:00 p.m. Responding to roll call were Trustees Fletcher, Grabinski, Janik, Pawlowski, Sujak, and Werley. Also present were Director Dana Wishnick and Administrative Manager Brittany Lies.

AUDIENCE TO VISITORS

No Audience to Visitors at this time.

APPROVAL OF MINUTES

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of June 13, 2022.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF JUNE 13, 2022 BE APPROVED

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

President Fitzgerald called for additions or corrections to the Minutes of the Executive Session Meeting of June 13, 2022.

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

- ❖ THAT THE MINUTES OF THE EXECUTIVE SESSION MEETING OF JUNE 13, 2022 BE APPROVED

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

FINANCIAL REPORTS AND APPROVAL OF BILLS

The library received a revised Income Statement and Balance Sheet for May 2022 due to changes in accounts.

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

- ❖ THAT THE REVISED MAY 2022 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

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

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

- ❖ THAT THE JUNE 2022 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

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

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

- ❖ THAT THE JULY 2022 CLAIMS LIST IN THE AMOUNT OF \$92,239.43 BE APPROVED

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

COMMUNICATIONS

The library received its Per Capita Grant award letter in the amount of \$21,288.68.

The library shared positive comment cards and positive verbal feedback about staff from patrons.

DIRECTOR'S REPORT

Director Wishnick gave a brief update on the pending court case.

Sabrina Rehab started on July 6, 2022 as the new Adult Services Assistant. Youth Services Librarian Samantha Zimmerman has started her FMLA leave.

Administrative Manager Brittany Lies recommends the Personnel Committee meet before the August meeting for Director Wishnick's annual review before her FMLA leave.

Pavement Systems have re-stripped the parking lot, spots along the library, and added the handicap logo to two parking spots.

The library's cyber liability insurance came in under the expected price increase.

The auditors began their fieldwork on July 6, 2022.

Staff are still getting used to the new Sangoma phones but otherwise are functioning properly.

Director Wishnick mailed out the first batch of New Resident postcards on June 23, 2022. There is also an email being drafted to reach new residents.

There is an update on the Cook County property tax that bills will be due at the end of the year.

Adult and Youth Services have great Summer Reading programming numbers. Adult Services has a new COHS graduate and two new people have expressed interest.

COMMITTEE REPORTS

No Committee Reports at this time.

UNFINISHED BUSINESS

No Unfinished Business at this time.

NEW BUSINESS

The Board reviewed the IL Standards: Chapter 8: System Member Responsibilities & Resources.

Director Wishnick provided second quarter statistics with a high number of library users being added, higher visitor counts, and higher total circulation since COVID. The Study Rooms and computer sessions remain popular.

TRUSTEE COMMENTS

Trustee Werley mentioned the new Aspen catalog alerts users of their card expiring and inquired about any genealogy databases or programs.

President Fitzgerald inquired about the phishing email he received. This was a test from the IT company.

Director Wishnick is aware that the Board Chromebooks are outdated and will check at the end of the year for pricing on new laptops.

Director Wishnick will be on a panel at the ILA conference in October for library renovations with IHC and Product Architecture.

Director Wishnick and Adult Services Manager Alicia Jackson are working on a grant for GIS mapping.

Library staff will be working at the RidgeFest ticket booth on June 29, 2022.

ADJOURNMENT

There being no objections; the meeting was adjourned 8:17 p.m.

Respectfully submitted,

X

Brittany Lies
Administrative Manager

X

Stan Pawlowski
Secretary