

*Minutes of Regular Meeting
Board of Trustees, Chicago Ridge Public Library
March 14, 2022*

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, Grabinski, Janik, Sujak, and Werley. Also present were Director Dana Wishnick and Administrative Manager Brittany Lies.

AUDIENCE TO VISITORS

Alicia Jackson, Adult Services Manager.

President Fitzgerald made an amendment to the agenda to move up the discussion of the Illinois License Plate renewal facility by Adult Services Manager Jackson.

Adult Services Manager Jackson spoke with ELS, Electronic License Services, for information about the library becoming a license plate facility. While this could be a beneficial service for patrons; the library would like to wait until late 2022 or early 2023 to offer this service. The library will have to discuss the accounting procedures with the auditor and bookkeeper.

APPROVAL OF MINUTES

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of February 14, 2022.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 14, 2022 BE APPROVED

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

FINANCIAL REPORTS AND APPROVAL OF BILLS

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

- ❖ THAT THE REVISED DECEMBER 2021, REVISED JANUARY 2022, AND REGULAR FEBRUARY 2022 INCOME STATEMENTS AND BALANCE SHEETS BE APPROVED

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

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

❖ THAT THE MARCH 2022 CLAIMS LIST IN THE AMOUNT OF \$94,021.43 BE APPROVED

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

COMMUNICATIONS

Communico mentioned the library’s Read Across America Day.

ILA’s Reporter Magazine highlighted the library’s renovation.

The library received a positive comment card and Google review.

DIRECTOR’S REPORT

On February 28th the library moved to make masks optional. Shared workrooms will make a group decision on wearing masks. The library has purchased four air purifiers; one for each workroom and the meeting room.

Director Wishnick attended the February 15th Village Hall meeting to receive the library’s RidgeFest donation check in the amount of \$1,500.00

Director Wishnick and Administrative Manager Lies met with the library’s bank account representative, Christine Wollner, to discuss CD and CDARS interest rates. They are recommending to table any transfer until April when the Federal Reserve meets to discuss rates.

The updated end of year fund balances have been calculated. The library should have a FY2021 net income of \$134,000. After the audit, final numbers will be provided to move funds into the Special Reserve fund.

Staff is continuing to work in multiple aspects to increase cardholder numbers. Chicago Ridge Library cardholders will receive a waived fax cover sheet and, starting in April, cardholders will receive \$2.00 of free printing each month. Director Wishnick and Youth Services Manager Ciciora sent a letter to the Superintendent of CRSD 127.5 asking to work with

the schools by either asking that a library card be added to each student's school requirement, encouraging reading programs, and working with families at Ridge Lawn to provide a school homebound option.

Winter Reading Programs in Adult and Youth Services were very successful. Chair Yoga continues to be a popular program in Adult Services. Youth Services in-person programming will resume in March.

Adult Services Manager Jackson left the meeting at 7:36 p.m.

COMMITTEE REPORTS

No Committee Reports at this time.

UNFINISHED BUSINESS

No Unfinished Business at this time.

NEW BUSINESS

HR Source has provided an updated VESSA policy.

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

❖ **THAT THE VESSA POLICY BE APPROVED**

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

The library received a phone proposal from Sangoma to update the phones to VoIP.

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

❖ **THAT THE OSG PHONE INSTALLATION PROPOSAL IN THE AMOUNT OF \$7,000.00 BE APPROVED**

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

The Board reviewed the IL Standards: Chapter 4 Access and most of the standards were met with the exception of the new signage.

The Cook County Ethics has not sent out the Statement of Economic Interest yet, however, a new version will be released this year.

TRUSTEE COMMENTS

Trustee Werley suggested that the library purchase a blu-ray player to go with the DVD player checkout.

ADJOURNMENT

There being no objections; the meeting was adjourned 8:33 p.m.

Respectfully submitted,

X

Brittany Lies
Administrative Manager

X

Stan Pawlowski
Secretary