

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

CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 7:10 p.m. Responding to roll call were Trustees Fletcher, Grabinski, Janik, Pawlowski, Sujak and Werley. Also present was Director Dana Wishnick.

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 September 12, 2022.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 12, 2022 BE APPROVED

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

FINANCIAL REPORTS AND APPROVAL OF BILLS

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

- ❖ THAT THE SEPTEMBER 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 Pawlowski.

- ❖ THAT THE OCTOBER 2022 CLAIMS LIST IN THE AMOUNT OF \$118,521.65 BE APPROVED

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

COMMUNICATIONS

A thank you card, comment cards, and a Google review were reviewed.

Director Wishnick shared an upcoming two-part Trustee webinar series. President Fitzgerald encouraged trustees to sign up to receive recordings of the webinars to watch at a later time.

DIRECTOR'S REPORT

Circulation Clerk Joe Okasheh started on October 5, 2022.

The Crime policy has been renewed at no increase.

Director Wishnick submitted the FY2022 Interlibrary Loan Traffic Survey.

Director Wishnick reviewed third quarter library statistics.

The library received an Age Options grant for the 2022-2023 year in the amount of \$7500 to focus on reducing social isolation among older adults.

COMMITTEE REPORTS

The Finance Committee will meet on October 24, 2022 at 7pm to discuss the FY2023 budget.

UNFINISHED BUSINESS

No Unfinished Business at this time.

NEW BUSINESS

The Board reviewed changes to the Employee Handbook.

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

❖ **THAT THE BEREAVEMENT LEAVE POLICY REVISION 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 Pawlowski.

❖ THAT THE CRIMINAL BACKGROUND CHECKS POLICY BE APPROVED

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

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

❖ THAT THE EQUAL EMPLOYMENT OPPORTUNITY POLICY REVISION BE APPROVED

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

The Board reviewed the IL Standards: Chapter 11: Youth/Young Adult Services. The library meets all of the requirements.

TRUSTEE COMMENTS

President Fitzgerald asked about a year-end gift for staff. Director Wishnick will talk it over with the department managers.

President Fitzgerald asked about patron visits on Sunday and whether the change in Sunday hours has been successful.

ADJOURNMENT

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

Respectfully submitted,

X _____
Dana Wishnick
Library Director

X _____
Stan Pawlowski
Secretary