

*Minutes of Regular Meeting
Board of Trustees, Chicago Ridge Public Library
September 12, 2022*

CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 7:02 p.m. Responding to roll call were Trustees Fletcher, Grabinski, and Werley. Also present was Director Dana Wishnick.

AUDIENCE TO VISITORS

Brett Moeller, Auditor, O’Neill & Gaspardo

Brett Moeller from O’Neill & Gaspardo presented the FY2021 Audit. President Fitzgerald asked Director Wishnick to follow up on the recommendation to document our internal financial processes. Brett Moeller left the meeting at 7:14 p.m.

APPROVAL OF MINUTES

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of August 8, 2022.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF AUGUST 8, 2022 BE APPROVED

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

President Fitzgerald called for additions or corrections to the Minutes of the Executive Session of August 8, 2022.

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

- ❖ THAT THE MINUTES OF THE EXECUTIVE SESSION OF AUGUST 8, 2022 BE APPROVED

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

ABSTAIN..... None

FINANCIAL REPORTS AND APPROVAL OF BILLS

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

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

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

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

- ❖ THAT THE SEPTEMBER 2022 CLAIMS LIST IN THE AMOUNT OF \$142,177.36 BE APPROVED

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

COMMUNICATIONS

Thank you cards from staff, comment cards, Google reviews and news articles were reviewed.

Director Wishnick shared the ILA 2022 Annual Conference Trustee schedule and asked trustees to let her know if they would like to attend.

DIRECTOR'S REPORT

Circulation Clerk Barb Dolan has retired after nine years of service. The library is currently looking to fill the open position.

Administrative Manager Brittany Lies has started her FMLA leave.

The library received its Per Capita Grant check from the State.

The library's move to Wintrust has resulted in significantly more interest being earned.

Auto-attendant has finally been implemented for the phone system. A patron may dial 0 at any time during the message to speak to someone at circulation.

Election packets are available for trustees who would like to run for reelection in April 2023 and will be posted on the library website under the Board of Trustees section.

The library raised \$900 from prize basket ticket sales as part of the August Ice Cream Social to donate to the school district to help Ridge Lawn students visit the library.

Adult Services Manager Jackson and Director Wishnick applied for and received a \$2000 grant to train staff in the use of, and introduce patrons to, GIS (Geographic Information Systems).

COMMITTEE REPORTS

Director Wishnick will reach out to members of the Finance Committee to schedule a meeting during the latter part of October to discuss the FY2023 budget.

UNFINISHED BUSINESS

No Unfinished Business at this time.

NEW BUSINESS

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

❖ THAT THE FY2021 AUDIT BE APPROVED

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

The Board reviewed the Bed Bug Control Policy.

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

❖ THAT THE BED BUG CONTROL POLICY BE ACCEPTED WITH NO CHANGES

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

The Board reviewed the IL Standards: Chapter 10: Programming. The library meets all of the requirements.

TRUSTEE COMMENTS

President Fitzgerald asked about Saturday library traffic. Director Wishnick did not have the visitor numbers but would look into it for the next meeting.

ADJOURNMENT

There being no objections; the meeting was adjourned 7:57 p.m.

Respectfully submitted,

X

Brittany Lies
Administrative Manager

X

Stan Pawlowski
Secretary