CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 7:30 p.m. Responding to roll call were Trustees Fletcher, Grabinski, Janik, Nestor and Pawlowski. Also present were Director Dana Wishnick and Administrative Manager Brittany Luna.

AUDIENCE TO VISITORS

Joshua Kamba

Kevin Hartmann, Auditor, O’Neill & Gaspardo.

President Fitzgerald made an amendment to the agenda to discuss the audit.

Kevin Hartmann provided a summary of the audit draft and gave recommendations for journal entries from the Library Bookkeeper.

Kevin Hartmann left the meeting at 7:36 p.m.

President Fitzgerald made an amendment to the agenda to swear in the newly appointed Library Trustee.

Trustee Grabinski performed the swearing in of newly appointed Trustee Stan Pawlowski.

Joshua Kamba gave a brief summary of his interest in the open Trustee seat. President Fitzgerald provided a summary of the role of the Library Trustee.

APPROVAL OF MINUTES

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of July 15, 2019.

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

❖ THAT THE MINUTES OF THE REGULAR MEETING OF JULY 15, 2019 BE APPROVED

AYES……………….. Fitzgerald, Grabinski, Janik, and Nestor
NAYS……………….. None
ABSENT…………… None
ABSTAIN…………… Fletcher and Pawlowski
It was moved by Trustee Nestor and seconded by Trustee Janik

❖ THAT THE MINUTES OF THE EXECUTIVE SESSION MEETING OF JULY 15, 2019 BE APPROVED

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

FINANCIAL REPORTS AND APPROVAL OF BILLS

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

❖ THAT THE JULY 2019 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

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

It was moved by Trustee Nestor and seconded by Trustee Grabinski

❖ THAT THE AUGUST 2019 CLAIMS LIST IN THE AMOUNT OF $93,313.57 BE APPROVED

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

COMMUNICATIONS

The Reporter featured articles on the RidgeFest participation, Youth Service’s sixth year achieving the Project Next Generation grant, the Chalk & Bubbles event, Jon’s Way school supplies drive, Almost Home Blessings Box, and many pictures from various Youth Services Programming.

The Patch featured an article highlighting the Moraine Valley Adult Education Resource Fair. Adult Services Associate Baggili and Programming Coordinator Lori Lysik represented the library at the fair and promoted many of our online resources.

LIBRARIAN’S REPORT

Youth Services has received the PNG grant for six years in a row.
Ann Brandt started on July 22, 2019 as the Library’s newest Circulation Clerk.

Product Architecture + Design met with staff on July 17, 2019 to get the staff’s input for the renovation. The management team continues to meet periodically with the architects to design a floor plan.

The 2018 library audit is complete.

Kim Shannon, the Library’s bookkeeper, installed QuickBooks on the Administrative Manager’s and Director’s computer. QuickBooks will be used moving forward.

The library’s new website has gone live. Staff is still working on fixing a few of the kinks and pieces that are missing.

The July Community Library Day was cancelled due to the excessive heat.

Staff volunteered to work the RidgeFest’s ticket booth on the opening night, and, also hosted a table on Sunday for Family Day where prizes were handed out.

Adult and Youth Services had a very strong programming during the month of July. The top programs were Ice Cream in the Park and the Friends of the Library Ice Cream Social.

Adult Services Programming Coordinator Lori Lysik graduated with her Bachelor’s Degree where she graduated in Communications with a focus in advertising and PR.

Adult Services is now circulating Roku sticks with various streaming subscriptions. The Roku sticks were purchased through the Age Options Grant.

Patron visits remain one of the library’s strong statistics.

**COMMITTEE REPORTS**

No Committee Reports at this time.

**UNFINISHED BUSINESS**

No Unfinished Business at this time.

**NEW BUSINESS**

A bed bug policy was presented and discussed.

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

❖ THAT THE BED BUG POLICY WITH THE TWO ADDITIONS BE APPROVED
AYES………………… Fitzgerald, Fletcher, Grabinski, Janik, Nestor, and Pawlowski
NAYS………………… None
ABSENT…………….. None
ABSTAIN…………… None

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

✓ THAT THE 2018 AUDIT PREPARED BY O’NEILL & GASPARDO BE APPROVED

AYES………………… Fitzgerald, Fletcher, Grabinski, Janik, Nestor, and Pawlowski
NAYS………………… None
ABSENT…………….. None
ABSTAIN…………… None

A motion to close the Regular meeting was made by Trustee Janik and seconded by Trustee Fletcher to go into Executive Session at 8:54 pm.

Joshua Kamba stepped out of the meeting at 8:54 pm.

A motion to open the Regular meeting was made by Trustee Janik and seconded by Trustee Pawlowski at 9:10 pm.

Joshua Kamba returned to the meeting at 9:10 pm.

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

✓ THAT THE APPOINTMENT OF JOSHUA KAMBA AS TRUSTEE TO THE LIBRARY BOARD BE APPROVED

AYES………………… Fitzgerald, Fletcher, Grabinski, Janik, Nestor, and Pawlowski
NAYS………………… None
ABSENT…………….. None
ABSTAIN…………… None

The swearing-in of Joshua Kamba will occur at the September 9, 2019 board meeting.

President Fitzgerald called for Ad-Hoc committee for the director evaluation review. The Ad-Hoc Committee will include Trustee Grabinski, Janik, and Nestor. The meeting will be held in executive session on Monday, August 26, 2019 at 7:00 pm.

TRUSTEE COMMENTS

No Trustee Comments at this time.

ADJOURNMENT
There being no objections; the meeting was adjourned 9:16 p.m.

Respectfully submitted,

X
Brittany Luna
Administrative Manager

X
Karrie Grabinski
Secretary