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, Kamba, and Pawlowski. Also present were Director Dana Wishnick and Administrative Manager Brittany Luna.

AUDIENCE TO VISITORS

No audience to visitors.

President Fitzgerald amended the agenda to go into Unfinished Business before the approval of the minutes.

UNFINISHED BUSINESS

Trustee Grabinski performed the swearing in of newly appointed Trustee Joshua Kamba.

APPROVAL OF MINUTES

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of August 12, 2019.

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

❖ THAT THE MINUTES OF THE REGULAR MEETING OF AUGUST 12, 2019 BE APPROVED

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

It was moved by Trustee Nestor and seconded by Trustee Janik

❖ THAT THE MINUTES OF THE EXECUTIVE SESSION MEETING OF AUGUST 12, 2019 BE APPROVED

  AYES………………. Fitzgerald, Fletcher, Grabinski, and Pawlowski
  NAYS……………….. None
  ABSENT…………… Janik and Nestor
  ABSTAIN………….. Kamba
The approval of the August 26 Committee Meeting and Executive Session minutes have been tabled until the October meeting.

**FINANCIAL REPORTS AND APPROVAL OF BILLS**

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

- THAT THE AUGUST 2019 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

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

It was moved by Trustee Grabinski and seconded by Trustee Pawlowski

- THAT THE SEPTEMBER 2019 CLAIMS LIST IN THE AMOUNT OF $98,201.87 BE APPROVED

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

**COMMUNICATIONS**

The Reporter highlighted numerous Adult and Youth Services programs.

Comment cards were read and discussed.

The Village’s TIF Meeting will be held in October. Director Wishnick will attend to represent the Library.

**LIBRARIAN’S REPORT**

From July through October, the library has had one employee, Adult Services Associate Eva Baggili, celebrate her 15 year anniversary. Circulation Clerk Kathy Gisselman celebrate her ten year anniversary. Administrative Manager Brittany Luna, Youth Services Associate Paula Johnson and Circulation Clerk Kaitlyn Gruszkowski celebrate their five year anniversary and six employees celebrate their one year anniversary.

Adult Services Associate Eva Baggili will be speaking at the 2020 Public Library Association Conference in Nashville, TN. on her experience as a committee member on the Soon To Be Famous Indie Book Project.
Adult Programming Coordinator Lori Lysik has submitted a program proposal to the Reaching Forward conference on crafting adult craft program for the non-crafty. Youth Services Associate Samantha Zimmerman and Circulation Clerk Sara Palomo have submitted a program proposal detailing their experience in setting up a D+D teen club for the 2020 American Library Association conference in Chicago.

The library has collected the majority of its 2018 levy which funds FY 2019.

Two quotes were provided from Dell and the library’s IT company, RWK, for the purchase and installation for the public PC replacement project. The quotes also include the purchase of three laptops for staff use.

Summer Reading was very successful with high participation across the library. Youth Services Volunteer program has seen an increase in volunteers and their hours.

The library’s Autumn newsletter highlights our new strategic plan.

The library will participate in the 2nd Annual Chicago Ridge Lion’s Chili Cook-off on Sunday, September 29, 2019 from 1pm-4pm at Freedom Park.

Adult Services held twenty-two programs in August with 401 patrons attending. The most popular programs included “Family Secrets Mafia” and “Tarot Card Reading.”

Adult Services Eva Baggili has been working with two patrons on self-publishing books. Patron Cherie Lathus has now self-published two books and will be entering the Soon to Be Famous Illinois Author Contest. Patron Christopher Tarpanoff has self-published The Trouble with Condominiums. Their books are available on Amazon.

Youth Services have been actively involved with Back to School programs and various school visits.

The management team is still meeting with Product Architecture + Design to narrow down the library’s needs for a renovation.

A new statistics design was presented; circulation is down across the board. However, patron visits have increased.

Director Wishnick created a budget worksheet which gave an estimate of totals spent.

COMMITTEE REPORTS

An ad-hoc committee met on Monday, August 26, 2019 to evaluate Director Wishnick.

A motion to close the Regular meeting was made by Trustee Grabinski and seconded by Trustee Fletcher to go into Executive Session at 8:31 pm.
Director Wishnick left the meeting at 8:31 pm.

A motion to open the Regular meeting was made by Trustee Grabinski and seconded by Trustee Fletcher at 8:44 pm.

Director Wishnick returned to the meeting at 8:44 pm.

- **THAT THE EVALUATION REVIEW OF THE DIRECTOR BE APPROVED**

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

  President Fitzgerald will coordinate a day with Director Wishnick to go over the evaluation.

**NEW BUSINESS**

A discussion was held regarding the Dell and RWK PC replacement project. Director Wishnick negotiated the initial cost.

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

- **THAT THE DELL PC PROPOSAL IN THE AMOUNT OF $17,463.50 BE APPROVED**

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

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

- **THAT THE RWK SERVICE AGREEMENT FOR THE COMPUTER INSTALLATION & IMAGING TO NOT EXCEED THE MAX COST OF $17,150 BE APPROVED**

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

The Trustees updated their Committees. They are as follows:

- Finance Committee-Treasurer Chairperson: Kamba, Janik, and Nestor
- Policy, Personnel & By-Laws Committee: Fletcher, Grabinski, and Pawlowski
- Building & Grounds Committee: Grabinski and Pawlowski
TRUSTEE COMMENTS

No Trustee Comments at this time.

ADJOURNMENT

There being no objections; the meeting was adjourned 9:10 p.m.

Respectfully submitted,

Brittany Luna
Administrative Manager

Karrie Grabinski
Secretary