

*Minutes of Regular Meeting  
Board of Trustees, Chicago Ridge Public Library  
November 14, 2016*

***CALL TO ORDER AND ROLL CALL***

President Fitzgerald called the meeting to order at 7:32 p.m. Responding to roll call were Trustees Boyer, Kucharski, Nelson, and Seweryn. Also present was Librarian Gilman and Business Assistant Brittany Luna.

***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, 2016.

It was moved by Trustee Boyer and seconded by Trustee Nelson.

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 12, 2016 BE APPROVED

AYES..... Boyer, Fitzgerald, and Nelson  
NAYS..... None  
ABSENT..... Janik and Mrozek  
ABSTAIN..... Kucharski and Seweryn

President Fitzgerald called for additions or corrections to the Minutes of the Executive Session Meeting of September 12, 2016.

It was moved by Trustee Nelson and seconded by Trustee Boyer.

- ❖ THAT THE MINUTES OF THE EXECUTIVE SESSION MEETING OF SEPTEMBER 12, 2016 BE APPROVED

AYES..... Boyer, Fitzgerald, and Nelson  
NAYS..... None  
ABSENT..... Janik and Mrozek  
ABSTAIN..... Kucharski and Seweryn

President Fitzgerald called for additions or corrections to the Minutes of the Special Meeting of October 18, 2016.

It was moved by Trustee Seweryn and seconded by Trustee Kucharski.

- ❖ THAT THE MINUTES OF THE SPECIAL MEETING OF OCTOBER 18, 2016 BE APPROVED

AYES..... Fitzgerald, Kucharski, and Seweryn  
NAYS..... None  
ABSENT..... Janik and Mrozek  
ABSTAIN..... Boyer and Nelson

***FINANCIAL REPORTS AND APPROVAL OF BILLS***

It was moved by Trustee Boyer and seconded by Trustee Nelson.

- ❖ THAT THE INCOME STATEMENT AND BALANCE SHEET OF SEPTEMBER 31, 2016 BE APPROVED

AYES..... Boyer, Fitzgerald, Kucharski, Nelson and Seweryn  
NAYS..... None  
ABSENT..... Janik and Mrozek  
ABSTAIN..... None

It was moved by Trustee Boyer and seconded by Trustee Kucharski.

- ❖ THAT THE OCTOBER 2016 CLAIMS LIST IN THE AMOUNT OF \$94,850.49 BE APPROVED

AYES..... Boyer, Fitzgerald, Kucharski, and Seweryn  
NAYS..... None  
ABSENT..... Janik and Mrozek  
ABSTAIN..... None

It was moved by Trustee Boyer and seconded by Trustee Seweryn

- ❖ THAT THE INCOME STATEMENT AND BALANCE SHEET OF OCTOBER 31, 2016 BE APPROVED

AYES..... Boyer, Fitzgerald, Kucharski, Nelson and Seweryn  
NAYS..... None  
ABSENT..... Janik and Mrozek  
ABSTAIN..... None

It was moved by Trustee Boyer and seconded by Trustee Seweryn.

- ❖ THAT THE NOVEMBER 2016 CLAIMS LIST IN THE AMOUNT OF \$152,670.12 BE APPROVED

AYES..... Boyer, Fitzgerald, Kucharski, Nelson and Seweryn  
NAYS..... None  
ABSENT..... Janik and Mrozek  
ABSTAIN..... None

### ***COMMUNICATIONS***

Library comment cards were read and passed around.

Thank you cards from Kathy McSwain were read and passed around.

### ***LIBRARIAN'S REPORT***

Our SWAN consortium is looking to add on 16 libraries from LINC and MAGIC consortiums.

Cook County has passed a minimum wage ordinance in which government entities are exempt.

The lighting project has begun.

The Youth and Teen furniture is expected to be shipped on November 17, 2016.

The Director attended the ILA conference and was a speaker for two panels.

### **Circulation Department News**

Food for Fines was held all of September through October 10<sup>th</sup>. During that time the Circulation staff collected 564 food items for \$470.11 in fines.

### **Youth Services Department News**

The Youth Services department offered 34 programs in October with 539 library patrons attending the programs.

The Fall Reading Program, “Chicago Ridge Public Library’s 50<sup>th</sup> Birthday Reading Program” continues to be a success. 92 children and teens have signed up.

“Pokémon World” had 83 participants take part in a scavenger hunt among arts and crafts and various activities.

Project Next Generation Sewing began this month. Participants have been utilizing the Cricut Explore One cutting machine, sewing machines, and our 3D printer for the library’s Project Runway. This is the first component of our third year PNG Grant. Funding provided by the Illinois State Library.

## **Adult Services Department News**

Eva Baggili presented on the panel for the Soon to be Famous Illinois Author Project at the Illinois Library Association conference.

The Friends of the Library have awarded their first scholarship for a student to complete his High School Diploma through Career Online High School.

The Adult Services department held its first movie lock-in on Friday, October 28<sup>th</sup> where a Horror film was screened and pizza was served. On Halloween, staff dressed up as literary villains and Adult Services ran a short program, “No Tricks, Just Treats” where adult patrons who checked out three books got to choose a free book to take home.

### **MEETINGS/WORKSHOPS ATTENDED**

<b>Meeting/Workshop</b>	<b>Date(s)</b>	<b>Who Attended</b>	<b>Department</b>
Circulation Managers Mtg.	10-27-16	Melinda Provost	Circulation
Reaching Forward Committee Mtg.	10-28-16	Melinda Provost	Circulation
eMediaLibrary Consortium Mtg.	10-4-16	Dana Wishnick	AS
Adult Reading Round Table	10-6-16	Eva Baggili	AS
Illinois Library Association Conference	10-19-16	Eva Baggili	AS
Soon to Be Famous	10-24-16	Eva Baggili	AS
Illinois Library Association Conf.	10/18-10/20/16	Irene Ciciora	YS
Illinois Library Association Conf.	10/19-10/20/16	Rose Gilman	Admin

### **COMMUNITY EVENTS ATTENDED**

<b>Event</b>	<b>Date(s)</b>	<b>Who Attended</b>	<b>Department</b>
Sertoma @ the Library	10/12 & 10/26/16	Lori Lysik	AS
CR Senior Clubs	10/3, 10/10 10/17, 10/24	Eva Baggili	AS
District 127 ½ PTA Mtg.	10-4-16	Irene Ciciora	YS
Ridge Central Open House	8-24-16	Irene Ciciora	YS
Our Lady of the Ridge Storytimes for Preschool, Kindergarten & 1 <sup>st</sup> Grade	10-6-16	Irene Ciciora	YS
Our Lady of the Ridge Trunk or Treat	10-31-16	Irene Ciciora	YS
TIFF District Mtg.	10-5-16	Rose Gilman	Admin

***COMMITTEE REPORTS***

No Committee Reports at this time.

***UNFINISHED BUSINESS***

No Unfinished Business at this time.

***NEW BUSINESS***

Vacation Policy to be approved at December's Board Meeting with revisions.

The library will be closed Friday, December 2, 2016 for a Staff In-Service Day.

Board Meeting and Library Holiday closings were decided to stay the same per the policy.

***TRUSTEE COMMENTS***

No Trustee Comments at this time.

***ADJOURNMENT***

They're being no objections; the meeting was adjourned at 9:52 p.m.

Respectfully submitted,

X

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Brittany Luna  
Business Assistant

X

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Mary Jo Janik  
Secretary