

*Minutes of Regular Meeting  
Board of Trustees, Chicago Ridge Public Library  
June 12, 2017*

**CALL TO ORDER AND ROLL CALL**

President Fitzgerald called the meeting to order at 7:03 p.m. Responding to roll call were Trustees Janik, Meyer, Nelson and Reichard. Also present was Librarian Ciciora and Business Assistant Brittany Luna

**AUDIENCE TO VISITORS**

No audience to visitors.

President Fitzgerald called for amendment to the agenda until the Trustee Candidates arrived.

A motion to close Regular meeting was made by Trustee Meyer and seconded by Trustee Nelson to go into Executive Session at 7:16 p.m.

A motion to open Regular meeting was made by Trustee Janik and seconded by Reichard at 8:20 p.m.

**APPROVAL OF MINUTES**

President Fitzgerald called for additions or corrections to the Minutes of the Reorganization Meeting of May 1, 2017.

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

- ❖ THAT THE MINUTES OF THE REORGANIZATION MEETING OF MAY 1, 2017 BE APPROVED

|              |   |
|--------------|---|
| AYES.....    | Fitzgerald, Janik, Meyer, Nelson and Reichard |
| NAYS.....    | None  |
| ABSENT.....  | None  |
| ABSTAIN..... | None  |

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of May 1, 2017.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF MAY 1, 2017 BE APPROVED

|           |   |
|-----------|---|
| AYES..... | Fitzgerald, Janik, Meyer, Nelson and Reichard |
|-----------|---|

NAYS..... None  
ABSENT..... None  
ABSTAIN..... Nelson

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

An adjustment to the agenda was made at 7:10 p.m. to move the approval of Financial Reports to allow more time.

The approval of the Income and Balance Sheet for May 31, 2017 will be moved to the July Meeting upon clarification from the Library’s Bookkeeping services.

It was moved by Trustee Reichard and seconded by Trustee Meyer.

❖ THAT THE JUNE CLAIMS LIST IN THE AMOUNT OF \$121,913.11 BE APPROVED

AYES..... Fitzgerald, Janik, Meyer, Nelson and Reichard  
NAYS..... None  
ABSENT..... None  
ABSTAIN..... None

***COMMUNICATIONS***

No communications at this time.

***LIBRARIAN’S REPORT***

Librarian Ciciora provided a demonstration of PrinterOn; the Library’s new print at home option.

Trustee Reichard and Trustee Meyer had their new Library Walk-Through on May 23th and 26th.

The Summer Reading Kick-off luncheon, which was provided by the Friends of the Library, was held on June 8th along with set-up for the Book Sale.

The Police Department has requested an updated copy of the Library’s Disaster Manual.

The Library will volunteer on Thursday, July 27th for the RidgeFest.

The Friends of the Library annual Ice Cream Social is scheduled for Wednesday, August 2nd with entertainment by the “The Great Boodini” and “Miss Doreen the Face Painter.”

Librarian Ciciora has been in contact with E-Rate and the Library will check back in February for the next process.

The TV and Neon Teen Café sign have been moved.

Librarian Ciciora sent out letter to various colleges and universities for students to volunteer.

Circulation counted items going out in the delivery bins from May 5-11<sup>th</sup> with a total of 576 items.

Computers at the Circulation desk were replaced.

A Circulation Clerk has resigned and the Library will be hiring for this position soon.

Youth Services completed their annual Battle of the Books with 81 students participating from Finley Jr. High, Our Lady of the Ridge, Ridge Central and Ridge Lawn.

The third and fourth component of the PNG grant has concluded.

Librarian Ciciora proved an Introduction to Summer Reading Pre-K Parent Workshop for District 127.5.

Ridge Central hosted a technology event to tie in with our Summer Reading Theme.

Ridge Central Kindergarten had an end of the year school visit on May 30 with an estimated 92 students in attendance.

Summer Reading presentations began this month at Kolb Elementary, Finley Jr. High, and Our Lady of the Ridge.

The Large Type collection located in Adult Services has moved closer to the entrance.

RWK has installed seven of the twelve new computers.

Tablet options for the Trustees were presented.

### ***COMMITTEE REPORTS***

No Committee Reports at this time.

### ***UNFINISHED BUSINESS***

Further clarification on new locks will be provided at the July Meeting.

***NEW BUSINESS***

Illinois State OCLC renewal agreement was signed.

The Library’s Insurance renewal was discussed.

The Non-Resident Fee was discussed.

It was moved by Trustee Nelson and seconded by Trustee Meyer

❖ **THAT THE NON-RESIDENT FEE OF \$226.93 BE APPROVED**

AYES..... Fitzgerald, Janik, Meyer, Nelson and Reichard  
NAYS..... None  
ABSENT..... None

A motion to close Regular meeting was made by Trustee Janik and seconded by Trustee Reichard to go into Executive Session at 9:50 p.m.

A motion to open Regular meeting was made by Trustee Nelson and seconded by Trustee Janik at 10:45 p.m.

It was moved by Trustee Janik and seconded by Trustee Reichard

❖ **TO EXTEND AN OFFER TO DANA WISHNICK AS THE CHICAGO RIDGE PUBLIC LIBRARY DIRECTOR**

AYES..... Fitzgerald, Janik, Meyer, Nelson and Reichard  
NAYS..... None  
ABSENT..... None

***TRUSTEE COMMENTS***

No Trustee Comments at this time.

***ADJOURNMENT***

There being no objections; the meeting was adjourned at 11:12 p.m.

Respectfully submitted,

X

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Brittany Luna  
Business Assistant

X

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Cindy Meyer  
Secretary