

*Minutes of Regular Meeting
Board of Trustees, Chicago Ridge Public Library
April 9, 2018*

CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 7:31 p.m. Responding to roll call were Trustees Haywood, Grabinski, Janik Nestor and Reichard. Also present were Director Wishnick and Administrative Manager 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 March 12, 2018.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF MARCH 12, 2018 BE APPROVED

AYES..... Fitzgerald, Haywood, Grabinski, and Reichard
NAYS..... None
ABSENT..... Nelson
ABSTAIN..... Janik and Nestor

FINANCIAL REPORTS AND APPROVAL OF BILLS

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

- ❖ THAT THE MARCH 2018 INCOME AND BALANCE SHEET BE APPROVED

AYES..... Fitzgerald, Grabinski, Haywood, Janik, Nestor and Reichard
NAYS..... None
ABSENT..... Nelson
ABSTAIN None

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

- ❖ THAT THE MARCH 2018 CLAIMS LIST IN THE AMOUNT OF \$88,042.40 BE APPROVED

AYES..... Fitzgerald, Grabinski, Haywood, Janik, Nestor and Reichard
NAYS..... None
ABSENT..... Nelson
ABSTAIN..... None

COMMUNICATIONS

The Library received friendly reviews on multiple Social Media platforms.

A thank you card was read and passed around from one of the attendees of a local Grief Counseling group that the Library offered its meeting room to.

The Library received a \$2,500 donation from Ross Dress for Less in which the Library sent an acknowledgement to.

The Library received a \$25.00 donation to be used to purchase new Adult Non-Fiction books from Mira Lukich.

ATLAS is offering a Trustee workshop on Funding and Design for a Renovation or New Building Project.

Library Patron, Robert Doherty, provided the Board with a letter expressing his appreciation for the Library and staff.

LIBRARIAN'S REPORT

Graphic Designer, Daniel Mitchell, last day was Friday, March 30, 2018. The staff provided a breakfast for his last day.

Rhone Talsma has been hired as the Multimedia Associate in the Adult Services Department. He will be responsible for marketing and technology classes as well as working at the Adult Services desk as needed. His first day is May 2, 2018.

Administrative Manager Luna has received two quotes to replace the current Parking Lot light with LED lights. It is recommended to go with All-Tech electric in the amount \$1,752.77.

The FY2017 Per Capita Grant from the state has been received in the amount of \$11,106.97.

RWK is working with TBS on the pre-installation process of the new copy/print setup. We are still waiting for an installation date.

The Library plans to purchase six laptops to be used for the computer classes and when they are not being used for classes the laptops would circulate inside the library only.

11% of items checked out in March were checked out on the Library's new self-check stations.

The Meeting Room was used by Relay for Life, Representative Kelly Burke and Senator Bill Cunningham, and Jon's Way Chicago Ridge Youth Group in March.

880 library patrons attended the Youth Services programs held in March.

Volunteers assisted in the preparation for the annual egg hunt held at the Library.

Librarian Ciciora was invited by the Finley Jr. High Podcast Club to complete an interview for their Voices of the Community program.

Adult Services held their Pub Trivia night at the Cheiftain in Worth. The Cheiftain donated a \$25.00 gift card to the winning team.

The Technology Club offered a Smartphone 101 class that discussed both iPhone and Android.

An additional three more patrons have signed up for Homebound delivery which brings the total to four households.

Forty patrons completed the Adult Services Winter Reading Program which ended on March 2, 2018.

Library Associate Baggili attended the PLA conference in Philadelphia.

COMMITTEE REPORTS

Trustee Grabinski has been added to the Building and Grounds Committee as well as the Policy, Personnel & By-Laws Committee.

UNFINISHED BUSINESS

No Unfinished Business at this time.

NEW BUSINESS

The Circulation Lead position was discussed.

The Library received a quote to replace furniture in the magazine and previous teen section of the Adult Services Department. The Board recommended Director Wishnick to create a Wish list of any improvements before continuing.

TRUSTEE COMMENTS

President Fitzgerald reminded the Trustees to complete their Statement of Ethics form.

ADJOURNMENT

There being no objections; the meeting was adjourned at 8:56 p.m.

Respectfully submitted,

X

Brittany Luna
Administrative Manager

X

Edward Haywood
Secretary