

*Minutes of Regular Meeting
Board of Trustees, Chicago Ridge Public Library
January 14, 2019*

CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 7:37 p.m. Responding to roll call were Trustees Grabinski, Janik, Nelson, and Reichard. Also present was Director Dana Wishnick.

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 December 10, 2018.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF DECEMBER 10, 2018 BE APPROVED

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

FINANCIAL REPORTS AND APPROVAL OF BILLS

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

- ❖ THAT THE DECEMBER 2018 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

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

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

- ❖ THAT THE JANUARY 2019 CLAIMS LIST IN THE AMOUNT OF \$122,021.36 BE APPROVED WITH CORRECTIONS TO THE AT&T AND MIDWEST TAPE INVOICES

AYES..... Fitzgerald, Grabinski, Janik, Nelson, and Reichard

NAYS..... None
ABSENT..... Nestor
ABSTAIN..... None

COMMUNICATIONS

Director Wishnick shared information on the ILA Legislative Breakfast at the Tinley Park Public Library in February.

A Facebook review was read where a patron recommends our library.

The Reporter featured a news article about the Youth Services' Grinchmas Party.

LIBRARIAN'S REPORT

A new student intern, Lauren Kay, will be starting in January. Kay will be working one day a week through May.

Emily Lambrigger, with the Adult Transition Program (ATP) at Richards High School will be working part time starting January 22, 2019.

The library received the Corporate Replacement Tax as well as a donation from RidgeFest from the Village of Chicago Ridge.

Director Wishnick submitted the 2019 Per Capita Grant application and filed the 2019 annual library certification. IPLAR will be submitted in February as required by the state law.

Youth Services hosted a very successful Grinchmas Party with over 200 patrons attending.

Library staff visited Lexington Nursing Home and read stories and sang carols for Christmas. They have received thanks and a request to visit again.

Adult and Youth Services have started their Winter Reading Programs.

Year-end statistics were reviewed. Youth Services had a very successful year with large increases in program attendance, internet usage, and a library card drive in schools that increased patron registrations. The board would like to look into a way to recognize the Youth Services department.

COMMITTEE REPORTS

None at this time.

UNFINISHED BUSINESS

The board reviewed the new paid time off policies.

It was moved by Trustee Janik and seconded by Trustee Grabinski

❖ TO APPROVE THE VACATION AND PERSONAL TIME OFF POLICIES

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

Discussion was held of the Trustee Bylaws and Public Comment Policy.

The Trustees recommended changing “Librarian’s Report” to “Director’s Report” for consistency.

Discussion was held of board responsibility regarding the Director’s performance review stated in the bylaws. The Board wants Director Wishnick to provide a self-review to the board at the June 2019 meetings. At the August 2019 meeting the board will present a written review to the Director.

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

❖ TO ACCEPT THE TRUSTEE BYLAWS WITH CHANGE TO 5G LIBRARIAN’S REPORT TO DIRECTOR’S REPORT AND THE PUBLIC COMMENT POLICY

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

NEW BUSINESS

The audit agreement was discussed.

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

❖ TO ACCEPT THE RENEWAL OF SERVICES WITH O’NEIL & GASPARDO FOR 3 YEARS. THE AUDIT FOR FISCAL YEARS 2018 (\$8,400), 2019 (\$8,600), and 2020 (\$8,900) BE APPROVED

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

TRUSTEE COMMENTS

None at this time.

ADJOURNMENT

There being no objections; the meeting was adjourned 8:55 p.m.

Respectfully submitted,

X

Brittany Luna
Administrative Manager

X

Karrie Grabinski
Secretary