

*Minutes of Regular Meeting  
Board of Trustees, Chicago Ridge Public Library  
January 12, 2015*

**CALL TO ORDER AND ROLL CALL**

President Seweryn called the meeting to order at 7:30 p.m. Responding to roll call were Trustees Boyer, Fitzgerald, Janik and Mrozek. Also present was Librarian McSwain and Administrative Assistant Wendy Walztoni.

**AUDIENCE TO VISITORS**

No visitors present.

**APPROVAL OF MINUTES**

President Seweryn called for additions or corrections to the minutes of the Regular Meeting of December 8, 2014.

It was moved by Trustee Fitzgerald and seconded by Trustee Boyer

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF DECEMBER 8, 2014 BE APPROVED

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

**FINANCIAL REPORTS AND APPROVAL OF BILLS**

It was moved by Trustee Boyer and seconded by Trustee Fitzgerald

- ❖ THAT THE INCOME STATEMENT AND BALANCE SHEET OF DECEMBER 31, 2014 BE APPROVED

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

It was moved by Trustee Fitzgerald and seconded by Trustee Boyer

- ❖ THAT THE JANUARY CLAIMS LIST IN THE AMOUNT OF \$164,966.10 BE APPROVED

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

## **COMMUNICATIONS**

Vice President Fitzgerald represented the library at the December 16, 2014 Village Board Meeting to receive the Ridge Fest 2014 contribution check in the amount of \$800.00.

Klein, Thorpe and Jenkins, Ltd. sent a *Library Law e-News* about “General Assembly Overrides Governor’s Veto and Passes FOIA Amendments.” This new law amends FOIA to implement procedures for voluminous requests and explicitly state that there is no duty to copy records maintained online.

The 2015 ILA Trustee Forum Workshop will be Saturday, February 14, 2015 at the Chicago Marriott in Oak Brook.

O.L.O.R. Men’s Club is sponsoring an AFC/NFC Championship party on Sunday, January 18, 2015 and is seeking a prize donation for their raffle table. The library is unable to help with this request.

The Chicago Ridge Public Library has been awarded a FY2015 Illinois Public Library Per Capita Grant in the amount of \$17,881.25.

Librarian McSwain received a letter from the law offices of Mark G. Bergal, Ltd. stating a patron is claiming damages while at the Chicago Ridge Public Library. This information has been forwarded to the library insurance company.

## **LIBRARIAN’S REPORT**

Librarian McSwain attended the following meetings in December

12/3/14	McSwain Mysteries/CRPL
12/4/14	SWAN Administrator’s Quarterly/Prairie Trails Public Library
12/17/14	Friends of the Library/CRPL
12/18/14	Management Association Roundtable/Tinley Park Public Library
12/18/14	Zone 5 Administrators/Blue Island Public Library

The Live & Learn Construction Grant has been submitted. Virtual Services Associate Dan Walko created a photo brochure for this grant which was passed around for review.

This year’s Hat and Mitten Tree collected 181 hats, 31 scarves, 28 headbands, 65 sets of gloves, 14 sets of hats/gloves and 6 pairs of socks.

A few cameras need to be mounted to complete the installation of the surveillance project. The parking lot work was delayed because of the weather. The SouthtownStar newspaper posted a photo of the tech installing one of the surveillance cameras.

Joe from Logical Technical Services moved the equipment and wiring from the Tech room into the back storage area.

Library staff are currently training for the new SirSiDynix system in Study Room B.

On Tuesday, December 30<sup>th</sup> Kathy and 3 staff members went out to Morris, Illinois to pick up 6 sergers for the PNG Grant. They were also trained on how to use these new machines.

The Circulation Clerk position is still open, Librarian McSwain again asked if any board members knew of anyone looking for a part-time job.

The reports from Librarian Powers and Librarian Ciciora were included in board packets. Circulating Wi-Fi hotspots was mentioned in Librarian Power's report, she will gather more information on this new expanding service.

Vice President Fitzgerald tried to pull up the trustee's names on the new library website using the "About" link on the bottom of the home page which gives information and history about the Chicago Ridge Public Library. To pull up trustee's names you should use the "About" link on the navigation bar.

Trustee Boyer asked the status of the situation involving the man who wants to be allowed back into the library. Librarian McSwain has called Commander of Operations Brian Galske to schedule a meeting but he hasn't returned any of her calls.

The Library Legislative Breakfast will be Friday, February 13, 2015 at the Tinley Park Public Library.

***COMMITTEE REPORTS***

No Committee Reports at this time.

***UNFINISHED BUSINESS***

Board members discussed the quotes from EnvisionWare for the RFID and Self-Checkout project.

It was moved by Trustee Fitzgerald and seconded by Trustee Mrozek

- ❖ TO PROCEED WITH THE SECURITY PROJECT FOR THE LIBRARY COLLECTION USING THE RESERVE FUND WITH ENVISIONWARE BE APPROVED

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

***NEW BUSINESS***

No New Business at this time.

***ADJOURNMENT***

They're being no objections; the meeting was adjourned at 8:24 p.m.

Respectfully submitted,

**X**

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Wendy Walztoni  
Administrative Assistant

**X**

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Dawn Nelson  
Secretary