

*Minutes of Regular Meeting  
Board of Trustees, Chicago Ridge Public Library  
July 13, 2015*

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

President Fitzgerald called the meeting to order at 7:50 p.m. Responding to roll call were Trustees Boyer, Janik, Mrozek and Nelson. Also present was Librarian Ciciora and Administrative Assistant Wendy Walztoni.

***AUDIENCE TO VISITORS***

No visitors present.

***APPROVAL OF MINUTES***

The Minutes of the Reorganization Meeting of May 11, 2015 and the Minutes of the Regular Meeting of May 11, 2015 will be approved at the August 10, 2015 Board Meeting.

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of June 8, 2015.

It was moved by Trustee Mrozek and seconded by Trustee Boyer

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF JUNE 8, 2015 BE APPROVED

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

It was moved by Trustee Mrozek and seconded by Trustee Boyer

- ❖ THAT THE MINUTES OF THE SPECIAL MEETING OF JUNE 10, 2015 BE APPROVED

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

It was moved by Trustee Boyer and seconded by Trustee Mrozek

- ❖ THAT THE MINUTES OF THE SPECIAL MEETING OF JUNE 22, 2015 BE APPROVED

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

It was moved by Trustee Boyer and seconded by Trustee Mrozek

- ❖ THAT THE MINUTES OF THE EXECUTIVE SESSION MEETING OF JUNE 22, 2015 BE APPROVED

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

It was moved by Trustee Mrozek and seconded by Trustee Nelson

- ❖ THAT THE MINUTES OF THE SPECIAL MEETING OF JULY 9, 2015 BE APPROVED

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

It was moved by Trustee Nelson and seconded by Trustee Mrozek

- ❖ THAT THE MINUTES OF THE EXECUTIVE SESSION MEETING OF JULY 9, 2015 BE APPROVED

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

It was moved by Trustee Mrozek and seconded by Trustee Nelson

- ❖ THAT THE MINUTES OF THE SPECIAL MEETING OF JULY 11, 2015 BE APPROVED

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

It was moved by Trustee Boyer and seconded by Trustee Mrozek

- ❖ THAT THE MINUTES OF THE EXECUTIVE SESSION MEETING OF JULY 11, 2015 BE APPROVED

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

**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 JUNE 30, 2015 BE APPROVED

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

It was moved by Trustee Boyer and seconded by Trustee Mrozek

- ❖ THAT THE JULY CLAIMS LIST IN THE AMOUNT OF \$159,190.41 BE APPROVED

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

**COMMUNICATIONS**

A letter from Village Clerk George Schleyer was received June 12, 2015 asking the library to join the Chicago Ridge Lions Club.

The 2015 Illinois Library Conference will be in Peoria, Illinois from October 21-24, 2015. Library Trustee Day will be Saturday, October 24, 2015.

**LIBRARIAN’S REPORT**

Librarian McSwain attended the following meetings in June.

6/2/15 Estelle Markham/Myers Briggs/Review Library Insurance  
 6/4/15 SWAN Administrators/RAILS-Burr Ridge  
 6/5-6/6/15 Friends of the Library Book Sale  
 6/11/15 ATLAS SSLAM Director’s Meeting/CRPL  
 6/17/15 Friends of the Library Meeting  
 6/18/15 HR Roundtable/Tinley Park Public Library  
 6/18/15 Kim Shannon/Off Site Business  
 6/20/15 Saturday Sew In

Library statistics will not be available this month. Staff will need instructions from RAILS on how to collect numbers from the new ILS system.

Jessica Chaparro returned as a temporary Circulation Clerk during the summer.

Debra Valenti started as part-time Circulation Clerk on June 8, 2015.

The Prevailing Wage Ordinance paperwork has been filed.

The library had its quarterly bed bug inspection on July 1, 2015 and there were no bed bugs found.

Seven staff and one board member will volunteer to work Ridgefest on Thursday, July 23, 2015.

The Friends of the Library Ice Cream Social will be Wednesday, July 29, 2015.

The Auditors were here on July 7-8, 2015. We now wait for the report to be completed.

Librarian Powers report was included in board packets. The 5 Wi-Fi hotspots have been very popular, the board would like more information on possibly ordering additional hotspots. The board would also like Librarian Powers to look into a student intern to get the Local History Room collection organized. Youth Services statistics were passed around for review.

Librarian Ciciora asked board members about a budget for Kathy McSwain’s retirement party. The board said to use good judgment on cost while still making it nice.

One of the CDAR accounts has matured; Treasurer Boyer signed a reinvestment form for resubmission of these funds.

***COMMITTEE REPORTS***

The Emergency Succession Plan was reviewed; some spacing will be changed and a date approved line will be added.

It was moved by Trustee Mrozek and seconded by Trustee Nelson

**❖ TO APPROVE THE EMERGENCY SUCCESSION PLAN FOR LIBRARY DIRECTOR OF THE CHICAGO RIDGE PUBLIC LIBRARY BE ACCEPTED**

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

The library board will ask the Chicago Ridge Police Department to perform a background check on the person they decide to hire for the new Library Director position.

***UNFINISHED BUSINESS***

No Unfinished Business at this time.

***NEW BUSINESS***

No New Business at this time.

***ADJOURNMENT***

They're being no objections; the meeting was adjourned at 8:54 p.m.

Respectfully submitted,

X

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Wendy Walztoni  
Administrative Assistant

X

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Mary Jo Janik  
Secretary