

*Minutes of Regular Meeting  
Board of Trustees, Chicago Ridge Public Library  
January 11, 2016*

**CALL TO ORDER AND ROLL CALL**

President Fitzgerald called the meeting to order at 7:35 p.m. Responding to roll call were Trustees Boyer, Janik, Mrozek and Nelson. Also present was Librarian Gilman and Administrative Assistant Wendy Walztoni.

**AUDIENCE TO VISITORS**

Dan Walko, Virtual Services Associate and Pam Lessner, Adult Services Librarian introduced themselves and gave a brief synopsis of what their job entails.

**APPROVAL OF MINUTES**

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of December 14, 2015.

It was moved by Trustee Boyer and seconded by Trustee Janik

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF DECEMBER 14, 2015 BE APPROVED

AYES..... Boyer, Fitzgerald and Janik  
NAYS..... None  
ABSTAIN..... Mrozek and Nelson  
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 DECEMBER 31, 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 Nelson

- ❖ THAT THE JANUARY 2016 CLAIMS LIST IN THE AMOUNT OF 111,668.33 BE APPROVED

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

## ***COMMUNICATIONS***

No Communications at this time.

## ***LIBRARIAN'S REPORT***

Librarian Gilman attended the following meetings in December.

12/2/15	FSLA Webinar
12/3/15	SWAN Quarterly
12/8/15	Bed Bug Inspection
12/9/15	Directors Roundtable Management Association
12/10/15	RAILS Member Update
12/11/15	Staff Holiday Party
12/15/15	Village Board Meeting
12/17/15	Management Association

Librarian Gilman met with RWK IT Services to gather information about Cloud storage for Library Board information. The cost for this storage would be \$15.00 per person each month. It was decided to wait and figure out why some board members email works and some does not before possibly moving forward with this service.

Librarian Gilman met with department heads to discuss possible future HR policy changes.

The Friends of the Library are still waiting for their Treasurer to get bonded.

Reports from Librarian Wishnick and Librarian Ciciora were included in board packets.

Director Gilman discussed working nights occasionally and some weekend shifts.

## ***COMMITTEE REPORTS***

No Committee Reports at this time.

## ***UNFINISHED BUSINESS***

No Unfinished Business at this time.

## ***NEW BUSINESS***

The adoption of a new health insurance plan through the Village of Chicago Ridge brought a significant increase to the employee contribution rate. A \$50.00 monthly employee contribution rate credit/reduction for all full time employees of the Village of Chicago Ridge at an annual base salary of \$55,000.00 or less is being offered, however the library is excluded. The library board has directed Librarian Gilman to find out more information on how this reduction is handled before any decision will be made.

Director Gilman would like to begin several building repairs and improvements to the library. The wall covering needs to come down and several cracks fixed before applying paint. The light fixtures require new wiring and bulbs, the floors need leveling and 4 HVAC units need to be replaced. After board discussion it was decided to start with the lighting then replace the 4 HVAC units then deal with the floors and walls.

ATLAS Standardization Committee is recommending item checkout standardization of loan periods and fines for participating libraries. The board reviewed this data and agreed with the checkout periods but disagreed with the fine structure, it was decided not to participate.

***TRUSTEE COMMENTS***

No Trustee Comments at this time.

***ADJOURNMENT***

They're being no objections; the meeting was adjourned at 9:48 p.m.

Respectfully submitted,

X

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Wendy Walztoni  
Administrative Assistant

X

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Mary Jo Janik  
Secretary