

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

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

President Fitzgerald called the meeting to order at 7:30 p.m. Responding to roll call were Trustees Boyer, Janik, Mrozek, Nelson, and Seweryn. Also present was Librarian Gilman and Business Assistant Brittany Luna.

***AUDIENCE TO VISITORS***

Friends of the Library Treasurer, Mary Brown, introduced herself.

A motion to close Regular meeting was made by Trustee Boyer and seconded by Trustee Seweryn to go into Executive Session at 7:35 p.m.

A motion to open Regular meeting was made by Trustee Boyer and seconded by Trustee Seweryn at 8:02 p.m.

Mary Brown left the meeting at 7:32 p.m.

***APPROVAL OF MINUTES***

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of March 14, 2016.

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

- ❖ THAT THE MINUTES OF THE REGULAR MEETING OF MARCH 14, 2016 BE APPROVED

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

***FINANCIAL REPORTS AND APPROVAL OF BILLS***

It was moved by Trustee Boyer and seconded by Trustee Seweryn.

- ❖ THAT THE INCOME STATEMENT AND BALANCE SHEET OF MARCH 14, 2016 BE APPROVED

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

ABSENT..... Kucharski

It was moved by Trustee Boyer and seconded by Trustee Mrozek.

❖ THAT THE MARCH 2016 CLAIMS LIST IN THE AMOUNT OF \$98,761.85 BE APPROVED

AYES..... Boyer, Fitzgerald, Janik, Mrozek, Nelson and Seweryn

NAYS..... None

ABSENT..... Kucharski

**COMMUNICATIONS**

No communications at this time.

**LIBRARIAN’S REPORT**

Librarian Gilman attended the following meetings in March.

- 3/02/16 Department Head Meeting
- 3/03/16 SWAN Quarterly
- 3/04/16 Ricoh
- 3/10/16 ATLAS SSLAM
- 3/16/16 Department Head Meeting
- 3/18/16 C2E2
- 3/22/16 Strategic Planning Meeting for School District
- 3/24/16 Ricoh
- 3/29/16 RWK

Brittany Luna started as the Business Assistant on Monday, March 21.

Marcela Hernandez was hired for the Circulation Clerk. Marcela will start Tuesday, April 12.

The pillars that were missing wall paper or had marks all over them were stripped of wall paper and painted with a white paint for now. The Library Director will come up with paint choices for the pillars at a later date if it is decided to paint over the white.

Kathleen Henn and James Fessler have left Klein, Thorpe & Jenkins law firm. It is recommended to go with Kenneth Fricker or Dennis Walsh if the Chicago Ridge Public Library stays with the same law firm. RAILS and a number of other libraries are using Ancel Glink.

The Library Director will meet with the Board of Trustees Treasurer to go over finances and Illinois Funds. Illinois Funds was taken over by Bank Corp.

The Summer Reading Programs shirt design with the theme “Read for the Win” was presented.

The ESL class that Eva Baggili coordinates is a benefit to the library.

The increase in Hot Spot distribution and the rental of laptops is going well at this time due to a high demand. The laptops are upgrading to Windows 10.

***COMMITTEE REPORTS***

No Committee Reports at this time.

***UNFINISHED BUSINESS***

There was no Unfinished Business at this time.

***NEW BUSINESS***

Rails is starting a scholarship for adult learners which allows adults to receive a High School Diploma. The Friends of the Library will be contributing to the scholarship.

The library will continue to use Walt's Lawn Care service.

The Ricoh copier contract will be up in May and the library will be upgrading their copier to self-service copiers.

Outlook email will be switched to Gmail. Gmail will provide the library ease of access to programming, scheduling and staying up to date with the school district. All of the staff email currently in Outlook will be migrated to Gmail.

***TRUSTEE COMMENTS***

Staff morale was discussed and the morale is increasing daily.

***ADJOURNMENT***

They're being no objections; the meeting was adjourned at 8:59 p.m.

Respectfully submitted,

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**X**

Brittany Luna  
Business Assistant

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**X**

Mary Jo Janik  
Secretary