



PALOS HEIGHTS  
PUBLIC LIBRARY

## BOARD OF TRUSTEES MEETING AGENDA

January 21, 2021

As an in-person meeting is not feasible during the current declared disaster, this meeting will take place online at the following link:

<https://zoom.us/j/93611246557?pwd=ckNBaXFNRWlvZFFSUW40YUU5T0VPUT09>

One tap mobile:

+13126266799,, 92863477548#

Or dial in to the meeting:

312-626-6799

Meeting ID: 936 1124 6557

Passcode: 213744

Public comment will be taken via email at [admin@phlibrary.org](mailto:admin@phlibrary.org) or telephone at 708-448-1473 at any time prior to 2:00pm on January 21. Comments will be read into the record at the start of the meeting.

All voting will require a full roll call, and this meeting will be recorded.

CALL TO ORDER: 7:00pm

ROLL CALL:

WELCOME OF GUESTS:

PUBLIC COMMENT:

MINUTES OF MEETING:

TREASURER'S REPORT:

All comments previously sent in will be read at this time

Approval of the minutes of the November 19, 2020 regular meeting

Approval of the General Fund bills for November 2020 for \$127,958.08

Approval of the Treasurer's report for the month ending November 30, 2020

Approval of the General Fund bills for December 2020 for \$166,705.55

Approval of the Special Reserves Fund bills for December 2020 for \$420.00

Approval of the Treasurer's report for the month ending December 31, 2020

PRESIDENT'S REPORT

DIRECTOR'S REPORT

CORRESPONDENCE

COMMITTEE REPORTS: Budget & Finance – Steve Foertsch  
Building & Grounds – Geri Burek  
City Council Liaison – Geri Burek  
Ethics Officer – Jennifer Georgis  
Friends of the Library Liaison – Susan Snow  
Long Range Planning – Jennifer Georgis  
Nominating – Rose Zubik  
Personnel – Susan Snow  
Policy – Rose Zubik

UNFINISHED BUSINESS: 1. Discussion of donation from the estate of Francine Zanardo  
2. Discussion of the Library’s Reopening Plan

NEW BUSINESS: 3. Discussion of Responses to RFQ for Architectural Services for YTS Renovation Project  
4. Approval of Invitation(s) to Architect(s) to present at February Regular Meeting  
5. Approval of Recommendations of Budget & Finance Committee  
    a. FY2021 Appropriation  
    b. Special Reserves Fund Balance Transfer  
6. Approval of One-Time Exceptions to Personnel Policy  
    a. Additional Paid Sick Leave for All Staff  
    b. Carry Over Unused Vacation Time from 2020  
7. Executive Session per 5 ILCS 120/2(c)(1) to discuss the employment, compensation, or performance of specific employees  
8. Discussion of FY2021 Per Capita Grant Requirements, “Serving Our Public 4.0”  
9. Approval of Trustee Ethics Statement for 2021  
10. Discussion of Becoming a “Fine-free” Library

#### ADJOURNMENT

NEXT MEETING: Thursday, February 18, 2021

The Palos Heights Public Library is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, please contact Jesse Blazek, 708-448-1473.