

Palos Heights Public Library Board of Trustees

Meeting of August 19, 2021

Minutes

Vice President Georgis called the meeting to order at 7:01 PM. The President was not able to attend the meeting, which was conducted, in person, at the Library, 12501 S. 75th Avenue, Palos Heights, IL.

The Secretary called the roll and the following Trustees were present in person: Trustees, Georgis, Snow, Zubik, Rhodes, Fear and Foertsch. Trustees Jankowski and Burek were absent. The Vice President declared a quorum present.

Library Director, Jesse Blazek, and Head of Public Services Jeannine Kacmar were present. Our Client Representative, Dan Eallonardo, and Tiffany Nash and Dan Pohrte, of the Product Architecture and Design firm, were present for their respective participation in the Board's agenda. No members of the public were present in person, nor was any public comment delivered to the Director via email for reading at the meeting.

Minutes of the Meeting of June 17th, 2021, were reviewed and approved on a motion by Trustee Zubik, seconded by Trustee Rhodes. The motion carried and the approved minutes are filed. The Board next considered the motion by Trustee Zubik, seconded by Trustee Foertsch, to approve the minutes of the Special Meeting, conducted on June 22, 2021. The motion carried and the minutes were filed.

Vice President Georgis then called on Trustee Foertsch to present the Treasurer's motions. The first motion presented by Trustee Foertsch, to approve the General Fund Bills for the month of June 2021, in the amount of \$134,364.72, was seconded by Trustee Fear. On a roll call vote the motion to approve the General Fund Bills for June carried. The second motion made by Trustee Foertsch, also seconded by Trustee Fear, was to approve the Special Reserve Fund bills for the month of June in the amount of \$7280. This motion was carried on a roll call vote. The next motion by Trustee Foertsch was to approve the Treasurer's report for the month ending June 30, 2021. It was seconded by Trustee Rhodes, and was carried on a roll call vote.

Trustee Foertsch then presented the motion to approve the General Fund bills for the month of July, 2021, totaling \$172,141.83. Trustee Snow seconded the motion and, on a roll call vote, the motion carried. Trustee Foertsch moved to approve the Special Reserve Fund bills for July for \$4620.48. The motion was approved by a roll call vote. The Treasurer's final motion, seconded by Trustee Zubik, was to approve his report for the month ending July 31st, 2021. This was also carried on a roll call vote.

In the absence of the President, Trustee Georgis moved the agenda along to the Director's report. This included updates on the elevator repair and power surge protection. Also, the Director informed the Trustees that the Osterberg Estate may benefit the Library in the approximate amount of \$120,000.

Committee Reports were given by:

Budget and Finance. Trustee Foertsch plans a meeting, but no date given.

Friends of the Library: Trustee Snow reported that the July book sale operated by the Friends of the Library netted \$4869.25; an all time record. When asked about what happens to unsold books, the Director reported that kids books are donated, but the remainder are recycled. The next meeting of the Friends is at 3:00PM on September 8th. Plans for holiday events have not been finalized.

Trustee Zubik reported the results of the Nominating Committee. For the September election, the following are nominated: Geri Burek for President, Jennifer Georgis for Vice President, Susan Snow for Recording Secretary and Steve Foertsch for Treasurer.

Trustee Snow reported that the Personnel Committee was participating in the evaluation of the Director with a modified evaluation instrument. Without the form from the President, the process is not complete. The results will be reported at the September Board meeting.

The items on the Unfinished Business agenda were deferred to the September meeting, with the exception of the YTS Renovation Project. Dan Pohrte and Tiffany Nash made a visual presentation of proposed furnishings, flooring, and lighting. Color samples were displayed. There was a discussion by all present, including Owner Representative Eallonardo, Dan, Tiffany, Director Blazek and Trustees. Some modifications were requested by Trustees. No selections were finalized.

New Business

Trustee Snow moved to pay Product AD \$13,227.18, from Special Reserves, for architectural services as per their August invoice. Trustee Zubik seconded. Discussion followed and the motion carried on a roll call vote.

The report of the Nominating Committee addressed the business of the presentation of the slate of officers for terms from 2021-2022.

On a motion by Trustee Zubik the meeting was adjourned at approximately 8:10 PM by Vice President Georgis.

The next meeting is scheduled for September 16th, 2021, at 7:00PM.