

June Palos Heights Library Board Meeting

Palos Heights Public Library

June 18, 2026 Minutes

1. The meeting was called to order at 6:30pm by President Rose Zubik. The following trustees were present: Hilary Rhodes, Sue Jankowski, Susan Snow, Maria Koeppen, John Peltz, Dianne Key and Rose Zubik. Patrick Keough and Steve Foertsch were absent.
2. Also present was Jesse Blazek, Library Director, Terry Fleckenstein, Business Manager and Tina Ruzsala, Head of Youth & Teen Services.
3. No members of the public attended and there was no public comment.
4. Trustee Key moved to approve the minutes of the April regular board meeting. The minutes were approved unanimously by a voice vote.
5. Trustee Now moved to approve the minutes of the May special meeting. The minutes were approved unanimously by a voice vote.
6. **Treasurer's Report**
 - a. Trustee Peltz moved to approve the General Fund bills for April 2026 for \$158,257.62. The motion was approved unanimously by a roll call vote.
 - b. Trustee Peltz moved to approve the Treasurer's report for the month ending April 30, 2026. The motion was approved unanimously by a roll call vote.
 - c. Trustee Peltz moved to approve the General Fund bills for May 2026 for \$248,849.18. The motion was approved unanimously by a roll call vote.
 - d. Trustee Peltz moved to approve the Treasurer's report for the month ending May 31, 2026. The motion was approved unanimously by a roll call vote.
7. There was no President's report.
8. **Director's Report:** In addition to the written report, Jesse reported:
 - a. The city of Palos Heights is requesting that all public officials who have not completed **Open Meetings Act training** in the past 5 years re-take the official OMA training course online and submit certificates to the city. Trustees should try to complete this training by July 31st.
 - b. The bad storms last week caused a library power outage for 1.5 days, and the library was closed. When reopened on Friday, many local community members happily utilized the library for their services.
 - c. Interviews are underway for the open Head of Public Services position and there are several strong candidates.

9. Trustee Snow reminded trustees that the Illinois Library Association has a **Library Trustee Membership** that the Palos Heights Library will pay for. The ILA Annual Conference (held in Peoria this year in October) offers many sessions that can be very informative for the trustees. Trustee Snow encouraged all the trustees to consider attending. Board approval would be required by the September board meeting for interested trustees.
10. **Friends of the Library** Summer Book Sale is July 31 - August 4. The Friends are in need of donations and volunteers at the sale.
11. **Personnel Committee** - Trustees will receive Jesse's evaluation in the coming weeks and it needs to be filled out and returned to Trustee Key by Monday August 3rd.
12. **Policy Committee**
 - a. Trustee Snow motioned to approve the revisions to the **VHS Conversion Policy**. The motion passed with a voice vote.
 - b. Trustee Snow motioned to approve the revisions to the **Use of Personal Vehicles Policy**. The motion passed with a voice vote.
13. Trustee Snow moved to approve **payment to D. Kersey Construction** for \$60,368.40. The work is almost complete and there will be a final balance to approve at our August meeting. On a roll call vote, the motion passed.
14. Trustee Rhodes moved to approve the **2026-2027 Non-Resident Card Fee** using the Tax Bill Method, as that has been working well. The motion passed on a roll call vote.
15. Director Blazek invited the board of trustees (and families) to join the Library employees on the **4th of July for the Palos Heights Parade**. The parade is at noon, and everyone meets at 11am near BMO Harris bank on the east side of Harlem.
16. Trustee Rhodes motioned to adjourn, and President Zubik adjourned the meeting at 7:10pm.
17. The next board meeting is August 20th at 6:30pm.

Minutes recorded by Hilary Rhodes, Secretary