

## Palos Heights Library Board Meeting

*Palos Heights Public Library*

November 20, 2025 Minutes

1. The meeting was called to order at 6:31pm by President Rose Zubik. The following trustees were present: Rose Zubik, Dianne Key, Hilary Rhodes, John Peltz, Maria Koeppen, and Steve Foertsch. Susan Snow joined via zoom. Patrick Keough and Sue Jankowski were absent.
2. Also present were Jesse Blazek, Library Director, Terry Fleckenstein, Business Manager, Tina Ruzala, Head of Youth & Teen Services and Dan Eallonardo, Owner's Representative. Nancy Sylvester and Brooke Peterson joined us on Zoom for the Unfinished Business.
3. No members of the public attended and there was no public comment.
4. **Unfinished Business:** Final Presentation on Parliamentary Procedure and Trusteeship by Nancy Sylvester on Zoom with an attached handout and notes.
5. Trustee Peltz moved to approve the minutes of the October regular board 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 October 2025 for \$204,329.74. The motion was approved unanimously by a roll call vote.
  - b. Trustee Peltz moved to approve the Treasurer's report for the month ending October 31, 2025. The motion was approved unanimously by a roll call vote.
7. No President's Report
8. **Director's Report:** In addition to Director Blazek's written report:
  - a. Director Blazek attended the city council meeting on Tuesday, and everything went smoothly with the signing of the resolution for the Tax Anticipation Loan. Tax bills have gone out to residents now, so the money will probably start getting dispersed in December.
  - b. Holiday Sing-along is Wednesday, December 3 at 7:00pm at the library.
  - c. The library will be at the Palos Heights Kris Kringle Market handing out free hot chocolate again this year December 5 and 6.
9. There was no correspondence.
10. **Committee Reports**
  - a. Friends of the Library - Director Blazek reported about the community night at Aurelio's - the Friends received about \$300 from that.

## **11. New Business**

- a. Dan Eallonardo, Owner's Representative presented the information about the two bids we received for the building facade repair.
    - i. Discussion about Alternate 2 on the contract, trustees agreed that it is important to have new metal panel cladding system instead of reusing old paneling for aesthetic reasons.
    - ii. Trustee Snow moved to approve the contract for D. Kersey Construction for Building Envelope Repair Project in an Amount not to exceed \$207,986.40. The motion was approved unanimously by a roll call vote.
  - b. President Zubik moved to approve the resolution 251120-1 authorizing a tax anticipation loan from the City of Palos Heights, not to exceed the sum of \$250,000. By a roll call vote, the motion passed with seven in favor and zero against.
  - c. Reminder: Library Holiday Party is December 14th 5:30pm at Mama Vesuvio's
12. President Zubik adjourned the meeting at 7:50pm.
13. The next board meeting is Thursday, January 15th at 6:30pm.

Minutes recorded by Hilary Rhodes, Secretary