

Palos Heights Public Library Board of Trustees

Meeting of September 17, 2020

Minutes

President Burek called the meeting to order at 7:01 PM. The meeting was conducted via Zoom video-conferencing.

The Secretary called the roll and the following Trustees were present: Zubik, Snow, Georgis, Bronson, Jankowski, as well as President Burek. Absent: Trustees Fear and Foertsch. The President declared that a quorum was present.

Library Director, Jesse Blazek, and Library Business Manager Terry Fleckenstein were present. Public Services Librarian Jeannine Kacmar was present as well.

With publication of the meeting notice, the Director had provided the public with the opportunity to make public comment via email. None had been received.

The minutes of the meeting of August 13, 2020 were approved on motion of Trustee Georgis and second by Trustee Bronson. Motion carried. In this vote, as in all others during meetings on Zoom, the vote was taken by roll call.

In the absence of the Treasurer, Trustee Georgis presented the Treasurer's motions. The first motion was to approve the General Fund bills for August 2020 and was seconded by Trustee Zubik. During discussion on the motion, the Library's accountant was identified as Peggy Brown Schaefer, CPA. The motion carried on a roll call vote.

Trustee Georgis then moved for the approval of the Treasurer's report for the month ending August 31, 2020 and Trustee Zubik seconded. The motion carried on roll call vote.

Board President Geri Burek made a brief report. A Trustee candidate, Hillary Rhodes, has been presented to the Mayor for appointment to the Board.

Director Jesse Blazek added verbal reports to his Director's narrative bringing the Board up to date on the most recent issues facing Library administration. Primarily of concern to the Director, and then the Trustees, was the recent decision by the consortium to which the Library belongs for employee health insurance. Palos Heights Public Library has obtained health insurance thru the LIMRICC consortium of libraries for the last several years. The LIMRICC board suddenly changed insurance companies, creating a potential issue for the staff members who are insured thru the Library. Director Blazek provided the Board with information about the current state of problem-solving strategies and options and the Board participated actively in the discussion.

Director Blazek also reminded the Board that the City Budget and Finance Committee would meet on October 13th to review our budget for 2021 and the continuation of our tax cap exemption.

Committee reports were offered as follows.

The Building and Grounds Chairman, Geri Burek, announced that there was going to be some tree trimming in the landscape.

Friends of the Library Liaison Chairman, Susan Snow, and Director Blazek, reported that the Friends are holding off on planning any events or activities until they are “told differently”.

Trustee Zubik, Chairman of the Nominating Committee, will present her report in the New Business section of the agenda.

Similarly, the Policy Committee report will be presented by Trustee Zubik in New Business action items.

No other reports were presented.

Unfinished Business

The Director reported briefly on the use of funds from the Zanardo gift for the upcoming special programming event, “Immigrant Stories”. Public Services Librarian Jeannine Kacmar engaged Nestor Gomez to present this program in a reservation based virtual mode on September 30th.

As to the Phases of the Library’s Reopening Plan, Director Blazek reported that we are in Phase 3 and will remain so. He scrutinizes the data on the virus each day.

New Business

Trustee Zubik presented the new Financial Policy for approval with a motion that was seconded by Trustee Snow. There was discussion, including appreciation for the language of the policy as being instructive to Trustees. The motion carried on roll call vote.

The FY 2021 Budget, which had been available to Trustees for discussion and review, prior to the Board meeting, and discussed during the August Board meeting, was presented for approval in a motion by Trustee Snow. The motion was seconded by Trustee Georgis and carried in a roll call vote.

The 2020 Levy was approved by a motion from Trustee Snow, seconded by Trustee Zubik. The motion to approve carried on a roll call vote.

Nominating Committee Chairman Rose Zubik presented the proposed slate of Board Officers for the 2020-21 term. Nominated for President, Geri Burek; for Vice President, Jennifer Georgis; for Recording Secretary, Susan Snow; for Treasurer, Steven Foertsch. On Trustee Zubik’s motion to elect the entire slate, seconded by Trustee Jankowski, the roll call vote elected these Trustees to the offices for which they were nominated.

On Trustee Snow’s motion to adjourn, seconded by Trustee Zubik, President Burek declared the meeting adjourned at 8:00 PM. The next meeting will take place on October 15, 2020, at 7:00 PM