

Palos Heights Library Board Meeting

June 18, 2025 Minutes

1. The meeting was called to order at 7:01 PM by President Susan Snow, who joins us virtually. The following trustees were present: Diane Key, Hilary Rhodes, Rose Zubik, John Peltz and Patrick Keough. Steve Foertsch and Sue Jankowski were absent.
2. Also present were Jesse Blazek, Library Director, Tina Ruzala, Head of Youth & Teen Services and Dan Eallonardo, Owner's Representative.
3. No members of the public attended and there was no public comment.
4. Trustee Rhodes moved to approve the minutes of the May regular board meeting and Trustee Zubik seconded. The minutes were approved by a voice vote.
5. **Treasurer's Report**
 - a. Treasurer Peltz moved to approve the General Fund bills for May 2025 for \$200,819.34. His motion was seconded by Trustee Zubik. On a roll call vote, the motion carried.
 - b. Treasurer Peltz moved to approve the Treasurer's report for the month ending May 31, 2025. His motion was seconded by Trustee Key. On a roll call vote, the motion carried.
6. **President's Report -**
 - a. President Snow highlighted the Juneteenth holiday tomorrow and encouraged us to be mindful of what it represents. Book recommendation – *News of the World* by Paulette Jiles
 - b. 10th Anniversary of Director Blazek's acceptance of contract is coming up July 27th - encouraged trustees to come in and congratulate him.
 - c. President Snow mentioned how great the Summer Reading kickoff was and kudos to the library staff!
7. **Director's Report:** In addition to Jesse Blazek's written report:
 - a. The new Chicago Tribune subscription is for all library card holders - even from home. You link through the library's website and log in with your usual SWAN login.
 - b. Starting to think about Library Holiday Party - Mama Vesuvio's is good option again
 - c. 4th of July Parade - Theme is LEVEL UP! Library is planning to march and anyone is invited to join! President Snow encouraged trustees to show up.

8. There was no correspondence.
9. **New Business:** Building Technology Consultants (BTC) Report and Proposal was presented by Dan Eallonardo, our Owner's Representative.
 - a. Dan carefully explained what the problem is and what the recommendations are to fix this leaking.
 - b. Dan shared the three proposals that BTC provided and possible pros and cons with each.
 - c. We discussed how it might be best to go forward with the engineering process now (design work, bid documents, help with bidding and construction administration) and then move forward with the bidding/work after that TBD.
 - d. Trustee Keough motions to approve BTC for Bay Window Façade Consulting Services to do the engineering work in an amount not to exceed \$36,000. Trustee Peltz seconded and the motion carried on a roll call vote.

10. Committee Reports:

- a. Personnel Committee - Trustee Key is working on redoing the evaluation. The committee met this evening before our regular meeting to go over the changes. The board will approve at a future date.
 - b. Policy Committee - Recommendation by President Snow to look at the policy of gifts for significant employee anniversaries. Trustee Zubik will follow up. Trustee Zubik will also be working with Jesse on reviewing the staff handbook.
11. On a motion by Trustee Keough and a second by Trustee Key, President Snow adjourned the meeting at 8:06pm.
 12. There is no regular July board meeting. The next board meeting is Thursday, August 21 at **6:30pm**. The meeting is starting early for education on Parliamentary Procedure.