

Franklin Park Public Library District  
Regular Board Meeting of July 11, 2017

The Board meeting was called to order by Board President Grieshamer at 7:30 p.m.

Board members present: Kay Frey, Frank Grieshamer, Erica Lazcano, and Michael Vallone

Board member absent: Theresa Aiello, Joseph Reyes, and Teresita Zaretsky

Staff members present: Marie Saeli, Executive Director; Vanessa Morrison, Assistant Director; and Stan Monkus, Business Manager

**Public Comment**

There was no public comment.

**Disposition of Minutes**

Frey moved and Lazcano seconded that the minutes of the June 13, 2017, Regular Board meeting be approved. Motion #1 carried. Voice vote.

**Financial Reports and Approval of Expenditures**

Vallone read the financial report.

Vallone moved and Lazcano seconded that checks #20736 through #20800 disbursed from the US Bank checking account, totaling \$65,685.35 for operational disbursements, plus payroll liabilities, including payroll taxes, totaling \$75,015.12, and the May IMRF payment made in June of \$6,390.97, for a total of \$144,091.44 be approved. Motion #2 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Vallone – Aye.

**Communications**

The Board and Director received a letter from Andy Ybarra complimenting the Library and staff for the programming and services provided. The Director also received a letter from the Illinois Department of Labor stating that some of the rates in the Prevailing Wage schedule for Cook County have been corrected.

**Committee Reports**

There were no committee reports.

**Executive Director and Staff Reports**

Saeli's written report to the Board, which included meetings held and attended, was included in the Board packet. Circulation, Information and Digital Services, and Technical Services departmental reports also were included in the Board packet.

Trustees Frey and Lazcano volunteered to perform the Secretary's audit for fiscal year 2016-2017.

**Unfinished Business**

There was no unfinished business.

Franklin Park Public Library District  
Regular Board Meeting of July 11, 2017

**New Business**

**Executive Director's Annual Review**

In preparation for the Executive Director's annual job performance review in August, Board President Grieshamer asked Board members to consider Saeli's self-evaluation and complete the employee evaluation form prior to the August 11, 2017, Board meeting.

**Job Descriptions**

Vallone moved and Frey seconded that the updated job descriptions for all employee positions in the Technical Services Department be approved. Motion #3 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Vallone – Aye.

**Adjournment**

Frey moved and Vallone seconded that the meeting be adjourned. Voice vote.

The meeting adjourned at 8:02 p.m.