

Franklin Park Public Library District
Regular Board Meeting of May 8, 2018

The Board meeting was called to order by Board President Grieshamer at 7:31 p.m.

Board members present: Kay Frey, Frank Grieshamer, Erica Lazcano, Joseph Reyes, Michael Vallone, and Teresita Zaretsky

Board members absent: Theresa Aiello

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

Vallone moved and Lazcano seconded that the minutes of the April 10, 2018, Regular Board meeting be approved. Motion #1 carried. Voice vote.

Financial Reports and Approval of Expenditures

Vallone read the financial report.

Frey moved and Reyes seconded that checks #21342 through #21417 disbursed from the US Bank checking account, totaling \$48,503.97; payroll liabilities, including payroll taxes, totaling \$73,515.50; and the March IMRF payment made in April of \$6,179.83, for a total of \$128,435.30 be approved. Motion #2 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye.

Communications

There were no communications.

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. Public Services and Technical Services departmental reports also were included in the Board packet. Circulation Services departmental report was handed out at the Board meeting.

Saeli also reported on the Staff Development Day held on Monday, April 30, and an incident that occurred in the Library on Tuesday, May 1.

Unfinished Business

Annex

There was no new information to discuss.

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New Business

Trustee Resignation

Zaretsky moved and Frey seconded that the Board accept the resignation of Theresa Aiello and officially declare a vacancy on the Franklin Park Public Library Board of Trustees. Motion #3 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye.

Board Vacancy

The Board deferred this discussion to Executive Session.

Job Description: Adult Services / Local History Coordinator

With the current Local History Librarian's imminent retirement, Vanessa Morrison and Marie Saeli presented an updated job description for the person in charge of the Library's local history collection.

Frey moved and Lazcano seconded that the job description for Adult Services / Local History Coordinator be accepted as presented. Motion #4 carried. Voice Vote.

Closed/Executive Session

Frey moved and Lazcano seconded that the Board enter into executive session to discuss the employment, compensation, discipline, performance or dismissal of specific employees of the public body [5 ILCS 120/2(c)(1)], and to discuss the selection of a person to fill a public office, as defined in the Open Meetings Act, including a vacancy in a public office [5 ILCS 120/2(c)(3)]. Motion #5 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye, Zaretsky - Aye.

The Board entered into Executive Session at 7:56 p.m.

The Board exited Executive Session at 8:16 p.m.

Board President Grieshamer noted that all Board members present during the open session and the Executive Director are all still present.

No action was taken in Executive Session.

Zaretsky moved and Frey seconded that the letter to be sent to individuals inviting them to apply to fill the vacant Board position by appointment be approved. Motion #6 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye, Zaretsky - Aye.

Frey moved and Lazcano seconded that the public notice announcing the Board vacancy be approved. Motion #7 carried. Frey – Aye, Grieshamer – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye, Zaretsky - Aye.

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Adjournment

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

The meeting adjourned at 8:21 p.m.