

Franklin Park Public Library District
Regular Board Meeting of July 10, 2018

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

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

Board members absent: None

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

Disposition of Minutes

Frey moved and Lazcano seconded that the minutes of the June 12, 2018, Regular Board meeting be approved. Motion #1 carried. Voice vote.

Swearing In Of Newly Appointed Board Member

Board President Grieshamer administered the oath of office to Library Trustee Jessica Krieter.

Public Comment

Mary Ann O'Donnell, Secretary of the Friends of the Library, asked the Board to consider allowing alcohol to be served at library events. This topic will be on the agenda of the August 14, 2018, Board meeting.

Trustee Reyes arrived at 7:33 p.m.

Financial Reports and Approval of Expenditures

Vallone read the financial report.

Frey moved and Lazcano seconded that checks #21482 through #21550 (with checks #21511, #21512, and #21522 voided) disbursed from the US Bank checking account, totaling \$77,434.41; payroll liabilities, including payroll taxes, totaling \$76,258.58; the May IMRF payment made in June of \$6,360.72; and a vacation/sick payout to Karen Gurski of \$1,602.74, for a total of \$161,656.45 be approved. Motion #2 carried. Frey – Aye, Grieshamer – Aye, Krieter – Aye, Lazcano – Aye, Reyes –Aye, Vallone – Aye, Zaretsky – Aye.

Vallone moved and Reyes seconded that a transfer of \$100,000 on June 9, 2018, from the District's Max Saver account to the US Bank checking account be approved. Motion #3 carried. Frey – Aye, Grieshamer – Aye, Krieter – Aye, Lazcano – Aye, Reyes –Aye, Vallone – Aye, Zaretsky – Aye.

Communications

There were no communications.

Committee Reports

There were no committee reports.

Franklin Park Public Library District
Regular Board Meeting of July 10, 2018

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 Services, Public Services and Technical Services departmental reports also were included in the Board packet.

On June 25, 2018, the District received a restitution check from the Cook County Circuit Court of \$922 towards the damage to books caused during the incident of May 1, 2018.

Saeli also reported on the Chamber by O'Hare sponsored event, Breakfast with the Mayors, held June 20, 2018. In addition, she reminded the Board that the Summer Reading Celebration will be held on Saturday, August 4, 2018, from 1:00 to 4:00 p.m.

Unfinished Business

Annex

There was no new information to discuss.

Board Vacancy

After the disposition of minutes, Trustee appointee Jessica Krieter was administered the oath of office.

New Business

Donation for Kids Crossing

Library patron and Franklin Park resident Cynthia Helwink recently retired from teaching. She taught at St. Maria Goretti School for 23 years. Her family wanted to celebrate her retirement and honor her by donating furniture to the children's department. The family collected money towards this goal at a retirement party for Mrs. Helwink. Her son, reports that they collected almost \$900.

Vallone moved and Lazcano seconded that "A Resolution of Thanks and Appreciation from the Franklin Park Public Library District in Recognition and Appreciation of the Donation to be Used to Purchase Furniture for the Children's Department Honoring Mrs. Cynthia Helwink" be approved, presented to Cynthia Helwink, and a copy displayed in Kids Crossing. Motion #4 approved. Frey – Aye, Grieshamer – Aye, Krieter – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye.

Resolutions for Theresa Aiello, Karen Gurski, and Cynthia Helwink

Board Secretary Frey read the following resolutions so that they may be included in the minutes.

Frey read the Board resolution for Theresa Aiello:

BOARD RESOLUTION OF THE FRANKLIN PARK PUBLIC LIBRARY DISTRICT
In Recognition and Appreciation of Distinguished Service
Trustee Theresa Aiello

Franklin Park Public Library District
Regular Board Meeting of July 10, 2018

WHEREAS, Trustee Theresa Aiello served as a member of the Franklin Park Public Library District Board of Trustees, elected by the citizens of Franklin Park, Illinois, and

WHEREAS, Trustee Aiello used her position as trustee to encourage discussion and interest in the issues affecting the Franklin Park Public Library District, and

WHEREAS, during her time of service Trustee Aiello was a strong supporter of the mission, goals, and objectives of the Franklin Park Public Library District,

NOW THEREFORE, BE IT RESOLVED that the Franklin Park Public Library District Board of Trustees on this 10th day of July, 2018, hereby recognizes and thanks Trustee Theresa Aiello for her contributions to the Library District and public service to the citizens of Franklin Park, and

BE IT FURTHER RESOLVED that this resolution is included in the minutes of the July 10, 2018 Board meeting and a copy presented to Trustee Aiello as a token of the Board's appreciation.

Frey next read the Board resolution for Karen L. Gurski:

BOARD RESOLUTION OF THE FRANKLIN PARK PUBLIC LIBRARY DISTRICT
In Recognition and Appreciation of Distinguished Service
Karen L. Gurski

WHEREAS, The Franklin Park Public Library, Franklin Park, Illinois was originally formed as a project of the Franklin Park Woman's Club on April 15, 1899; and on August 22, 1970, became a politically independent special service district with an elected board of trustees, independently elected from the village board and village elections; and

WHEREAS, Karen L. Gurski began her career with the Franklin Park Public Library on October 20, 2008, and after almost ten years of service has chosen to retire; and

WHEREAS, Karen has worked as an Adult Services Librarian and the official Local History Librarian for the Franklin Park Public Library District; and

WHEREAS, Karen has been a dedicated professional and a strong supporter of the mission, goals, and objectives of the Franklin Park Public Library District;

NOW THEREFORE, BE IT RESOLVED that the Franklin Park Public Library District Board of Trustees on this 12th day of June, 2018, hereby recognizes and thanks Karen L. Gurski for her contributions to the Library District and public service to the citizens of Franklin Park; and

BE IT FURTHER RESOLVED that this resolution is included in the minutes of the July 10, 2018, Board meeting and a copy be presented to Karen as a token of the Board's appreciation.

Franklin Park Public Library District
Regular Board Meeting of July 10, 2018

Frey then read the Board resolution for Cynthia Helwink:

A RESOLUTION OF THANKS AND APPRECIATION FROM THE FRANKLIN PARK PUBLIC LIBRARY DISTRICT

In Recognition and Appreciation of the Donation to be Used to Purchase Furniture
for the Children's Department Honoring
Mrs. Cynthia Helwink

WHEREAS, Franklin Park resident Mrs. Cynthia Helwink has been a loyal patron of the Franklin Park Public Library District, and

WHEREAS, Mrs. Helwink has been a dedicated and well respected teacher for over twenty years, and

WHEREAS, upon her retirement from teaching Mrs. Helwink's family and friends chose to honor her by donating funds in her name toward the purchase of furniture for the Children's Department of the Franklin Park Public Library District,

NOW THEREFORE, BE IT RESOLVED that the Franklin Park Public Library District Board of Trustees on this 10th day of July, 2018, hereby recognizes and thanks Mrs. Cynthia Helwink for her years of service as a teacher and the donation made in her honor that will benefit the young patrons of the Franklin Park Public Library District for years to come, and

BE IT FURTHER RESOLVED that this resolution is included in the minutes of the July 10, 2018 Board meeting and a copy presented to Mrs. Cynthia Helwink as a token of the Board's appreciation.

Executive Director's Annual Review

To prepare for the Executive Director's annual job performance review that will take place in August, Saeli provided the Board with copies of the evaluation form and her self-evaluation.

New Accounting System

Monkus and Saeli discussed with the Board the switch from Peachtree to Quick Books accounting system software. In addition to Quick Books being less expensive, it is an accrual based system. This is necessary as the District has transitioned from a modified cash based system to an accrual system.

Ratification of New Hire: Public Services

Frey moved and Vallone seconded the hiring of Nicole Wagner as a full-time Adult Service Librarian at the annual starting salary of \$34,500. Motion #5 carried. Frey – Aye, Grieshamer – Aye, Krieter – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye.

Video Game and STEAM Kit Policies Revisions

Frey moved and Reyes seconded that the circulation of video games and STEAM Kits no longer be restricted to Franklin Park Library District card holders only. Motion #6 carried. Frey – Aye, Grieshamer – Aye, Krieter – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye.

Franklin Park Public Library District
Regular Board Meeting of July 10, 2018

Closed/Executive Session

Frey moved and Reyes seconded that the Board enter into executive session to discuss probable or imminent litigation [5 ILCS 120/2(c)(11)]. Motion #7 carried. Frey – Aye, Grieshamer – Aye, Krieter – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye, Zaretsky - Aye.

The Board entered into Executive Session at 8:19 p.m.

The Board exited Executive Session at 8:31 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.

Adjournment

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

The meeting adjourned at 8:32 p.m.