

Franklin Park Public Library District  
Regular Board Meeting of September 11, 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, and Michael Vallone

Board member absent: Teresita Zaretsky

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 August 14, 2018, Budget & Appropriations Hearing and the minutes of the August 14, 2018, Regular Board meeting be approved. Motion #1 carried. Voice vote.

**Public Comment**

There was no public comment.

**Financial Reports and Approval of Expenditures**

Vallone read the financial report.

Lazcano moved and Reyes seconded that checks #22068 through #22129 (with check #22072 voided and check #22090 for \$88,000 and check #22118 for \$75,000 being tax deposit transfers to the MaxSafe account) disbursed from the US Bank checking account, totaling \$205,686.15; payroll liabilities, including payroll taxes, totaling \$75,778.09; the July IMRF payment made in August of \$6,229.33; for a total of \$287,693.57 be approved. Motion #2 carried. Frey – Aye, Grieshamer – Aye, Krieter – Aye, Lazcano – Aye, Reyes – Aye, Vallone – 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. The Technical Services departmental report was also included in the Board packet. Circulation Services and Public Services departmental reports were distributed at the Board meeting.

Saeli asked Morrison to report on a grant she secured for the Library. Vanessa Morrison reported that she received notice about a grant opportunity from AgeOptions of Oak Park for Cook County libraries to enhance senior programming and services. She successfully applied for the grant. The Library will receive \$12,000.

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**Unfinished Business**

Annex

There was no new information to discuss.

Secretary's Audit

Trustees Fey and Lazcano each completed an audit of the minutes for all Board meetings and hearings held in fiscal year 2017-2018. Both Trustees reported finding no errors of any kind.

**New Business**

2019 Closure Dates

The Board reviewed the dates and days of the week for holidays in 2019 for which the Library would be closed. All of the dates and days of the week fall within the standards set by the Franklin Park Public Library Personnel Code. A special vote did not need to be taken.

2019 Board Meeting Schedule

The Board reviewed the calendar and there did not appear to be any conflicts with the regular Board meeting schedule. Unless unforeseen circumstances arise, the Board will meet on the second Tuesday of each month in 2019.

Per Capita Grant Requirement: Trustee Facts File

One of the requirements for the FY 2019 Illinois State Library Per Capita Grant application is that the Board of Trustees review chapters 6-10 of the *Trustee Facts File* (3<sup>rd</sup> edition). The Board reviewed Chapter 6, Intellectual Freedom, and found that the Library has the recommended policies in place. The Board also reviewed Chapter 7, Planning. This chapter provides a good outline for the strategic planning process.

Investment Policy: Proposed Updates

The Board reviewed proposed updates to the Investment Policy. The proposed updates reflect the most current language in the Illinois Public Funds Investment Act (30 ILCS 235).

Frey moved and Lazcano seconded that the revisions to the Investment Policy be accepted as presented.

Motion #3 carried. Frey – Aye, Grieshamer – Aye, Krieter – Aye, Lazcano – Aye, Reyes – Aye, Vallone – Aye.

**Closed/Executive Session**

An executive session was not called.

**Adjournment**

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

The meeting adjourned at 7:58 p.m.