

Franklin Park Public Library District  
Regular Board Meeting of July 09, 2019

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

Board members present: Kay Frey, Jessica Krieter, Jeremy Mazur, Joseph Reyes, and Michael Vallone

Board members absent: Frank Grieashamer and Teresita Zaretsky

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

**Disposition of Minutes**

Vallone moved and Frey seconded that the minutes of the June 11, 2019, 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.

Frey moved and Vallone seconded that checks #22678 through #22740 disbursed from the US Bank checking account, totaling \$81,833.00; payroll liabilities, including payroll taxes, totaling \$77,953.89; and the May IMRF payment made in June of \$4,364.05, for a total of \$164,150.94 be approved. Motion #2 carried. Frey – Aye, Krieter – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye.

Vallone moved and Frey seconded that a transfer of \$100,000 on June 6, 2019, and a transfer of \$100,000 on June 27, 2019, from the District's MaxSafe account to the US Bank checking account be approved. Motion #3 carried. Frey – Aye, Krieter – Aye, Mazur – 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 and the quarterly Friends of the Library report were also included in the Board packet. Saeli distributed the Circulation Services departmental report at the meeting.

**Unfinished Business**

**Annex: Contents and Condition**

There was nothing to report.

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Parking Lots

Saeli reported that the attorney will contact the Village of Franklin Park regarding an intergovernmental agreement (IGA) to monitor the Library's parking restrictions.

Sick Leave Policy

The Board discussed the handling of reimbursement for unused sick leave when an employee resigns or retires.

Reyes moved and Frey seconded that the topic of sick leave be tabled until the August 13, 2019, Board meeting. Motion #4 carried. Frey – Aye, Krieter – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye.

New Business

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.

Secretary's Audit

The audit of minutes of fiscal year 2018-2019 is required as part of the Illinois Public Library Annual Report (IPLAR). Vice President Reyes appointed Trustees Mazur and Frey to complete the audit.

Closed/Executive Session

Frey moved and Mazur seconded that the Board enter into executive session to discuss probable or imminent litigation [5 ILCS 120/2(c)(11) and to discuss the minutes of meetings closed to the public under the Open Meetings Act [5 ILCS 120/2(c)(21)]. Motion #5 carried. Frey – Aye, Krieter – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye.

The Board entered into Executive Session at 8:00 p.m.

The Board exited Executive Session at 8:15 p.m.

Vice President Reyes 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.

Frey moved and Krieter seconded that the Executive Session minutes of June 3, 2008 and July 10, 2018 be made available for public inspection, while the need for confidentiality still exists for the Executive Session minutes of August 14, 2018, March 12, 2018, and June 11, 2019. Motion #6 carried. Frey – Aye, Krieter – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye.

Adjournment

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

The meeting adjourned at 8:17 p.m.