

Franklin Park Public Library District  
Regular Board Meeting of September 10, 2019

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

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

Board members absent: Jessica Krieter and Jeremy Mazur

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

**Disposition of Minutes**

Frey moved and Reyes seconded that the minutes of the August 13, 2019, Budget & Appropriations Hearing and the minutes of the August 13, 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 #22813 through #22865 (check #22831 in the amount of \$472,000 transferred excess funds into the MaxSafe account) disbursed from the US Bank checking account, totaling \$43,985.50; payroll liabilities, including payroll taxes, totaling \$77,616.81; and the July IMRF payment made in August of \$4,476.84, for a total of \$126,079.15 be approved. Motion #2 carried. Frey – Aye, Grieshamer – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye.

**Communications**

The Library received a thank you note and baked goods from Resurrection Lutheran Church.

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

**Unfinished Business**

**Annex: Contents and Condition**

There was nothing new to report.

Franklin Park Public Library District  
Regular Board Meeting of September 10, 2019

Parking Lots

Saeli reported that the signage is in place, but there was no new information regarding an intergovernmental agreement (IGA) to monitor the Library's parking restrictions.

Library Energy Efficiency Measures

The Board discussed the ways the Library is currently conserving energy, including (but not limited to) indoor and outdoor LED lighting, motion activated lights in employee areas, and an efficient HVAC system. Since the ceiling is so high in the main library, The Board discussed the possibility of ceiling fans to help more efficiently heat and cool the space. The Board also discussed investigating grants for green initiatives.

New Business

Levy Estimate

Monkus estimates the 2019 tax levy to be \$2,000,000.

2020 Closure Dates

The Board reviewed the days of the week for holidays in 2020 for which the Library would be closed. All but two of the dates fall within the standards set by the Franklin Park Public Library Personnel Code. The Board discussed the fact that for 2020, the Federal Holiday for Independence Day will be observed on Friday, July 3<sup>rd</sup>. The Board also discussed the Christmas holiday for 2020.

Frey moved and Zaretsky seconded that the Library will be open for a partial day, from 9 a.m. to 1 p.m., on Friday, July 3, 2020. Motion #3 carried. Voice vote.

Reyes moved and Frey seconded that the Library will close on Saturday, December 26, 2020. Motion #4 carried. Voice vote.

2020 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 for 2020.

Griashamer moved and Reyes seconded that the Board Meeting Schedule for 2020 be approved as presented. Motion #5 carried. Voice vote.

Per Capita Grant Requirement: Organizational Management

One of the requirements for the FY2020 Illinois State Library Per Capita Grant is that at least one Trustee complete a free online education opportunity focusing on organizational management. Trustees Frey and Vallone viewed and reported on "Outside the Lines: An Initiative to Help Achieve Your Organizational Goals," archived by the Public Library Association (PLA).

Franklin Park Public Library District  
Regular Board Meeting of September 10, 2019

**Adjournment**

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

The meeting adjourned at 8:20 p.m.