

Franklin Park Public Library District
Regular Board Meeting of July 14, 2020

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, Jeremy Mazur, 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 Zaretsky seconded that the minutes of the Regular Board meeting of June 9, 2020, 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 Krieter seconded that checks #23335 through #23403 (with checks #23361 and #23374 voided) disbursed from the US Bank checking account, totaling \$120,917.30; payroll liabilities, including payroll taxes, totaling \$74,164.41; and the May IMRF payment made in June of \$17,355.79, for a total of \$184,776.08 for operations be approved. Motion #2 carried. Frey – Aye, Grieshamer – Aye, Krieter – Aye, Mazur – 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 was included in the Board packet. Circulation and Technical Services departmental reports also were included in the Board packet. The Public Services departmental report was distributed at the Board meeting.

Unfinished Business

Annex: Contents and Condition

There was nothing to report.

Parking Lot

There was nothing to report.

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Taxing Issue

There was nothing to report.

Damage to the Library

Utica Insurance and Restore Construction have agreed upon \$67,490.33 for the cost of repairs.

New Business

Departmental Changes for Youth Services/Public Services

Frey moved and Krieter seconded that the job description for a Public Services Assistant Department Head be approved. Motion #3 carried. Frey – Aye, Grieashamer – Aye, Krieter – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye.

Ratification of New Hires: Public Services

Krieter moved and Zaretsky seconded that the hiring of Michele Frigo as a full-time Youth Services Librarian at the starting salary of \$35,000 and the hiring of Joann Bosas as a full-time Youth Services Librarian at the starting salary of \$35,000 be ratified. Motion #4 carried.

Alternative to Staff Luncheon

Grieashamer moved and Reyes seconded that in lieu of a staff appreciation luncheon this year that each library employee be given a \$25.00 Jewel gift card. Motion #4 carried. Frey – Aye, Grieashamer – Aye, Krieter – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye.

Restore Illinois Public Health Policy

Frey moved and Reyes seconded that Restore Illinois Public Health Policy be approved. Motion #5 carried. Voice vote.

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.

Card Reader for Patron Transactions

Grieashamer moved and Reyes seconded that the Library purchase a Square reader for patron transactions and that the Library will absorb the swipe fees. Motion #6 carried. Frey – Aye, Grieashamer – Aye, Krieter – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye.

The Board will review the use of the card reader in 60 days.

Live Streaming of Board Meetings

Grieashamer moved and Reyes seconded that the discussion of the live streaming of Board meetings be tabled at this time. Motion #7 carried. Voice vote.

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Secretary's Audit

The audit of the minutes for fiscal year 2019-2020 is required as part of the Illinois Public Library Annual Report (IPLAR). President Grieashamer appointed Trustees Frey and Zaretsky to complete the audit.

Closed/Executive Session

Frey moved and Mazur seconded that the Board enter into executive session to discuss pending litigation and probably or imminent litigation [5 ILCS 120/2(c)(11)] and to review minutes of meetings closed under the Open Meetings Act [5 ILCS 120/2(c)(21)]. Motion #8 carried. Frey – Aye, Grieashamer – Aye, Krieter – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye.

The Board entered into Executive Session at 8:15 p.m.

The Board exited Executive Session at 8:22 p.m.

Board President Grieashamer 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.

Grieashamer moved and Frey seconded that the Executive Session minutes of August 13, 2019, may be made available for public inspection. Motion #9 carried. Voice vote.

Grieashamer moved and Frey seconded that the need for confidentiality still exists for the Executive Session minutes of July 9, 2019, October 8, 2019, November 12, 2019, March 10, 2020, and June 9, 2020. Motion #10 carried. Voice vote.

Adjournment

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

The meeting adjourned at 8:24 p.m.