

Franklin Park Public Library District
Regular Board Meeting of December 13, 2022

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

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

Board member absent: Adriana Balvaneda

Staff members present: Marie Saeli, Executive Director; and Vanessa Morrison, Assistant Director

Also present: Calene Zabinski, Accounting Consultant

Disposition of Minutes

Frey moved and Reyes seconded that the minutes of the Regular Board meeting of October 11, 2022, be approved. Motion #1 carried. Voice vote: Aye – 6, Nay - 0, Absent – 1, Abstain – 0.

Public Comment

There was no public comment.

Financial Reports and Approval of Expenditures

Vallone read the financial reports.

October 2022

Reyes moved and Zaretsky seconded that checks #24851 through #2901 (with #24873, #24874 and #24875 voided) disbursed from the US Bank checking account in October, totaling \$76,529.15; October payroll liabilities, including payroll taxes, totaling \$87,852.55; the September IMRF payment made in October of \$6,552.48, for a total of \$170,934.18 for operations for the month of October be approved. Motion #2 carried. Frey – Aye, Grieshamer – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye, Nay - 0, Absent – 1, Abstain – 0.

Frey moved and Vallone seconded that a transfer of \$100,000 made on October 13, 2022, from the Illinois Funds account to the US Bank checking account be approved. Motion #3 carried. Frey – Aye, Grieshamer – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye, Nay - 0, Absent – 1, Abstain – 0.

Frey moved and Vallone seconded that a transfer of \$100,000 made on October 26, 2022, from the Max Safe account to the US Bank checking account be approved. Motion #4 carried. Frey – Aye, Grieshamer – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye, Nay - 0, Absent – 1, Abstain – 0.

November 2022

Mazur moved and Zaretsky seconded that checks #24903 through #24936 disbursed from the US Bank checking account in November, totaling \$34,279.19; November payroll liabilities, including payroll taxes, totaling \$85,388.42; the October IMRF payment made in November of \$6,600.92, for a total of \$126,268.53 for operations for the month of November be approved. Motion #5 carried. Frey – Aye,

Franklin Park Public Library District
Regular Board Meeting of December 13, 2022

Grieashamer – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye, Nay - 0, Absent – 1, Abstain – 0.

Frey moved and Zaretsky seconded that a transfer of \$100,000 made on November 28, 2022, from the Max Safe account to the US Bank checking account be approved. Motion #6 carried. Frey – Aye, Grieashamer – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye, Nay - 0, Absent – 1, Abstain – 0.

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

Unfinished Business

Annex: Contents and Condition

There was no report.

Taxing Issue

There was no report.

Circulation Policy: Temporary Residence

Frey moved and Vallone seconded that the Temporary Resident library card policy be approved. Motion #7 carried. Frey – Aye, Grieashamer – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye, Nay - 0, Absent – 1, Abstain – 0.

New Business

Special Reserve Fund

Zaretsky moved and Frey seconded that "An Ordinance Establishing a Special Reserve Fund for the Franklin Park Public Library District" be approved. Motion #8 carried. Frey – Aye, Grieashamer – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye, Nay - 0, Absent – 1, Abstain – 0.

Levy Ordinance

Frey moved and Reyes seconded that "An Ordinance Providing for the Levying and Assessment of Taxes by the Franklin Park Public Library District, Cook County, Illinois, for the Fiscal Year Beginning July 1, 2022 and Ending June 30, 2023" be approved. Motion #9 carried. Frey – Aye, Grieashamer – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye, Nay - 0, Absent – 1, Abstain – 0.

Franklin Park Public Library District
Regular Board Meeting of December 13, 2022

Trustee By Laws

Frey moved and Reyes seconded that the additions to the Franklin Park Public Library District's Trustee By Laws be approved. Motion #10 carried. Frey – Aye, Grieshamer – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye, Nay - 0, Absent – 1, Abstain – 0.

Per Capita Grant Requirement

The only requirement for the latest Illinois State Library Per Capita Grant is that Trustees review the checklist for every chapter in *Serving Our Public 4.0*, and report on the Library's progress in meeting any unmet components of the checklist. The Board reviewed the checklists for Chapters 6 – 13 of *Serving Our Public 4.0*.

Staff Mid-Year Incentive

The Board discussed the mid-fiscal year incentive that it has traditionally given to the Library staff.

Mazur moved and Zaretsky seconded that the incentive be increased to a \$50 Jewel gift card. Motion #11 carried. Frey – Aye, Grieshamer – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye, Nay - 0, Absent – 1, Abstain – 0.

Ratification of New Hire: Circulation

Frey moved and Mazur seconded that the hiring of G'angelo Gonzalez as a part-time Circulation Assistant at the rate of \$15 an hour be ratified. Motion #12 carried. Frey – Aye, Grieshamer – Aye, Mazur – Aye, Reyes – Aye, Vallone – Aye, Zaretsky – Aye, Nay - 0, Absent – 1, Abstain – 0.

Closed/Executive Session

A closed session was not held.

Adjournment

Zaretsky moved and Vallone seconded that the meeting be adjourned. Motion #13 carried.
Voice vote: Aye – 6, Nay - 0, Absent – 1, Abstain – 0.

The meeting adjourned at 8:30 p.m.