

Franklin Park Public Library District
Regular Board Meeting of April 8, 2025

The Board meeting was called to order by Board President Grieashamer at 7:00 PM.

Board members present: Betsy Chaidez, Kay Frey, Frank Grieashamer, Michael Vallone, Teresita Zaretsky

Board members absent: Tina Hagerstrom, Jeremy Mazur

Trustee Chaidez was appointed Secretary pro tem for the meeting.

Staff members present: Vanessa Morrison, Executive Director; Marcin Wrobel, Assistant Director, Michelle Mitchell, Administrative Services Manager

Others in Attendance: Kelly Zabinski, Accountant

Public Comment

Head of Youth Services Connie Meade made a statement to the Board in support of purchasing new meeting room tables.

Disposition of Minutes

Frey moved and Chaidez seconded that the minutes of the Regular Board meeting of March 11, 2025, be approved. Motion #1 carried. Voice vote: Aye – 5, Nay – 0, Absent – 2, Abstain – 0.

Financial Reports and Approval of Expenditures

Vallone read the financial reports. Forty-six checks #5470-#5515 from Wintrust Bank Checking and 10 direct debits were issued in the month of March totaling \$73,989.37. Checks #5482 and #5500 were voided. Payroll checks in the amount of \$63,653.36 with \$22,914.61 in taxes and \$1,869.50 in other withholdings were issued in March. In March, the IMRF payment was made in the amount of \$4,332.54. The warrant shows a total disbursement for operation of \$166,759.38. Chaidez moved and Vallone seconded the approval of expenditures. Motion #2 carried. Chaidez – Aye, Frey – Aye, Grieashamer – Aye, Vallone – Aye, Zaretsky – Aye. Nay – 0, Absent – 2, Abstain – 0.

Communications None.

Committee Reports None.

Executive Director and Staff Reports

Morrison's written report to the Board was included in the Board packet along with Adult & Teen Services, Patron Services, Technical Services, and Youth Services department reports.

Unfinished Business

Annex

More progress was made with this project. Space was made inside the Library so remaining contents of value that have been stored in the Annex can be moved into the library building.

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Planning & Grants

Morrison updated the Board about the beginning stages of the Strategic Planning process. Several possible grant resources were also discussed.

Policy Discussion

Job descriptions were discussed again. The issue was tabled until the next meeting in May.

Patron Services (former Circulation) Policy was revised and presented to the Board. After some discussion and input from the Board, Grieshamer moved and Frey seconded approving the new Patron Services Policy.

Motion #3 carried. Chaidez – Aye, Frey – Aye, Grieshamer – Aye, Vallone – Aye, Zaretsky – Aye. Nay – 0, Absent – 2, Abstain – 0.

Tables Purchase

The Board was presented with a quote for the purchase of new meeting room tables from KI. Zaretsky moved and Chaidez seconded approving the purchase. Motion #4 carried. Chaidez – Aye, Frey – Aye, Grieshamer – Aye, Vallone – Aye, Zaretsky – Aye. Nay – 0, Absent – 2, Abstain – 0.

Taxing Issue There was no report.

New Business

Ratification of New Hire – Patron Services

The hiring of Alyssa Hanchar as Head of Patron Services stands to be approved. Frey moved and Chaidez seconded approving the hiring. Motion #5 carried. Chaidez – Aye, Frey – Aye, Grieshamer – Aye, Vallone – Aye, Zaretsky – Aye. Nay – 0, Absent – 2, Abstain – 0.

Possible Ratification of Bonus Pay – Patron Services

Morrison proposed paying bonus pay to an employee who temporarily fills a position above their pay grade. After discussing the issue, it was proposed that the employee receive a 10 percent bonus. Frey moved and Zaretsky seconded approving the bonus pay. Motion #6 carried. Chaidez – Aye, Frey – Aye, Grieshamer – Aye, Vallone – Aye, Zaretsky – Aye. Nay – 0, Absent – 2, Abstain – 0.

Federal Funding

Morrison presented the Board with information about federal funding cuts to the Institute of Museum and Library Services. She will keep them updated about any new developments.

Closed/Executive Session

There was no Closed Session.

Adjournment

Vallone moved and Chaidez seconded that the meeting be adjourned. Motion #7 carried. Voice vote: Aye – 5, Nay – 0, Absent – 2, Abstain – 0.

The meeting adjourned at 8:02 PM.