

Franklin Park Public Library District
Regular Board Meeting of May 13, 2025

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

Board members present: Kay Frey, Frank Grieashamer, Jeremy Mazur, Michael Vallone

Board members absent: Betsy Chaidez, Teresita Zaretsky

Note: Trustee Tina Hagerstrom resigned by email on April 9, 2025.

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

Others in Attendance: Kelly Zabinski, Accountant; Wes Levy, Lauterbach & Amen; Katy Boehm; several members of Library staff and public

Public Comment

Several Library staff members and members of the public made statements to the Board in support of the June Pride programming.

Disposition of Minutes

Frey moved and Vallone seconded that the minutes of the Regular Board meeting of April 8, 2025, be approved. Motion #1 carried. Voice vote: Aye – 4, Nay – 0, Absent – 2, Abstain – 0.

Financial Reports and Approval of Expenditures

Vallone read the financial reports. Fifty-two checks #5515-5568 from Wintrust Bank Checking and 10 direct debits were issued in the month of April totaling \$86,468.16. Checks #5517-5520, #5549, and #5553 were voided. Payroll checks in the amount of \$66,646.59 with \$24,022.52 in taxes and \$1,869.50 in other withholdings were issued in April. In April, the IMRF payment was made in the amount of \$4,417.87. The warrant shows a total disbursement for operation of \$183,424.64.

Vallone moved and Mazur seconded the approval of expenditures. Motion #2 carried. Frey – Aye, Grieashamer – Aye, Mazur – Aye, Vallone – Aye. Nay – 0, Absent – 2, Abstain – 0.

Communications None.

Committee Reports None.

New Business

Accounting Services

Wes Levy from Lauterbach & Amen presented the proposal for providing accounting services to the Library and answered questions from Board members. Vallone moved and Mazur seconded that, effective July 1, 2025, the Library would employ Lauterbach & Amen to provide accounting services to the Library. Motion #3 carried. Frey – Aye, Grieashamer – Aye, Mazur – Aye, Vallone – Aye. Nay – 0, Absent – 2, Abstain – 0.

Franklin Park Public Library District
Regular Board Meeting of May 13, 2025

Closed/Executive Session

Frey moved and Mazur seconded that the meeting enter Executive Session to discuss "Selection of a Person to Fill a Public Office 5 ILCS 120/2(c)(3)." Motion #4 carried. Frey – Aye, Grieshamer – Aye, Mazur – Aye. Vallone – Aye. Nay – 0, Absent – 2, Abstain – 0.

The Board entered Executive Session at 7:46 PM. The Board exited Executive Session at 8:00 PM. All trustees were still present along with Executive Director Morrison. No action was taken during Executive Session.

Board Vacancy

Frey moved and Mazur seconded that the Board appoint Katy Boehm to fill the board vacancy left by Hagerstrom's resignation. Motion #5 carried. Frey – Aye, Grieshamer – Aye, Mazur – Aye. Vallone – Aye. Nay – 0, Absent – 2, Abstain – 0.

Ratification of New Hire – Adult & Teen Services

The hiring of Colleen Malo as Assistant Head of Adult & Teen Services stands to be approved. Grieshamer moved and Frey seconded approving the hiring. Motion #6 carried. Frey – Aye, Grieshamer – Aye, Mazur – Aye. Vallone – Aye. Nay – 0, Absent – 2, Abstain – 0.

Ratification of New Hire – Patron Services

The hiring of Tyler Franklin as Assistant Head of Patron Services stands to be approved. Grieshamer moved and Frey seconded approving the hiring. Motion #7 carried. Frey – Aye, Grieshamer – Aye, Mazur – Aye. Vallone – Aye. Nay – 0, Absent – 2, Abstain – 0.

Resolution for Teresita Zaretsky

Trustee Mazur read a resolution recognizing Trustee Zaretsky's years of service to the Library into the public record.

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

Planning & Grants

Morrison updated the Board about the ongoing stages of the Strategic Planning process. Possible grant resources were also discussed.

Policy Discussion

The updated staff job descriptions were discussed again. Grieshamer moved and Frey seconded approving the revised job descriptions. Motion #8 carried. Frey – Aye, Grieshamer – Aye, Mazur – Aye. Vallone – Aye. Nay – 0, Absent – 2, Abstain – 0.

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Regular Board Meeting of May 13, 2025

The revised Library organizational chart was presented to the board. After some feedback from board members, the discussion was tabled until the next meeting.

A draft of the policy addition of “Succession Plan – Compensating for Acting Senior Management Roles” was presented by Morrison. After some suggestions about wording, Frey moved and Mazur seconded approving the policy addition. Motion #9 carried. Frey – Aye, Griegashamer – Aye, Mazur – Aye. Vallone – Aye. Nay – 0, Absent – 2, Abstain – 0.

Flag Contest

The idea of a Library flag design was discussed again. After Morrison suggested waiting until after the Strategic Planning process is done, the Board agreed that there was no rush to get this done and tabled the discussion until a future meeting.

Annex

Some progress was made, but more space needs to be made to move all filing cabinets and record boxes out of the annex.

Taxing Issue

There was no report.

Adjournment

Vallone moved and Frey seconded that the meeting be adjourned. Motion #10 carried. Voice vote: Aye – 4, Nay – 0, Absent – 2, Abstain – 0.

The meeting adjourned at 8:53 PM.