

Palos Heights Public Library

Board of Trustees Meeting

May 16, 2024

Minutes

The meeting of the Board of Trustees was called to order at 7:00 PM by President Burek. The following Trustees were present: Foertsch, Rhodes, Snow, Zubik and President Burek. Trustee Peltz attended via zoom, after the Treasurer's motions (he did not vote on those motions). Absent were Trustees Keough, Key and Jankowski. A quorum was declared.

Library staff members attending were Library Director, Jesse Blazek, Business Manager, Terry Fleckenstein, and Youth and Teen Section Supervisor, Tina Ruzala.

No members of the public attended and no public comment was offered.

The minutes of the March 21, 2024 were approved on a motion by Trustee Snow and second by Trustee Zubik. The motion carried on a voice vote.

Trustee Foertsch presented motions in the absence of the Treasurer, Trustee Keough. The first of these was the motion to approve the General Fund bills, totaling \$130,329.82, for the month of March 2024. Trustee Zubik seconded. On a roll call vote, from which Trustee Snow abstained, the motion carried. The next motion put forth by Trustee Foertsch was to approve the Treasurer's report for the month ending March 31, 2024. Trustee Zubik seconded. This motion carried on a roll call vote.

Trustee Foertsch moved to approve the General Fund bill for the month of April 2024 in the amount of \$160,305.52. Trustee Rhodes provided the second, and a roll call vote carried the motion. Trustee Foertsch then moved to approve the Treasurer's report for the month ending April 30, 2024. The motion was seconded by Trustee Zubik, and a roll call vote taken. The motion carried.

The President did not present a report.

The Library Director presented the following in addition to the Director's Narrative provided to Trustees before the meeting. Recent damage in the newly renovated YTS areas were discussed. The dinette in the play area has been damaged by misuse and such behavior, covered by Library Policy, is an ongoing concern. Also the Director brought to the Board's attention that one of the meetings to be held in the large meeting room, on June 13<sup>th</sup>, will be the subject of security awareness. The topic, 'what is LGBTQ', may attract some disturbances.

The President circulated thank you notes from staff members for the Library Workers Day gift cards we gave them.

The President called for Committee reports and the following were presented:

City Council Liason, Trustee Burek, reported that the Library will be sponsoring one of the City of Palos Heights summer concerts on a day still to be determined.

Ethics Officer, Trustee Snow, reminded Trustees that those attending via zoom are not counted in the quorum.

For the Friends of the Library, the Library Director reported that a donation to the Library will be made in memory of longtime Friends member, Marge Damm, who passed away recently. This year is the 40<sup>th</sup> Anniversary of the Friends and provides an opportunity to celebrate the group. The summer book sale date has been changed from prior years to avoid conflicts with other community events: August 16-20.

Trustee Snow, as chairman of the Nominating Committee, reminded Trustees of the upcoming vacancies in all of the Board of Trustees offices: President, Vice-President, Recording Secretary and Treasurer. The nominations are made during July, presented at the August Board meeting and elections take place at the September meeting. Trustee Burek and Trustee Snow have each exhausted their permitted term lengths at their present offices. Those Trustees interested in being considered for an office should contact Trustee Snow.

The Personnel Committee will meet on June 20<sup>th</sup>, at 6:00PM before the regular board meeting.

#### Unfinished Business

The continuing consideration of the repair or replacement of the parking lot surface was updated by the Library Director. Our 'Owners' Representative', Dan Eleanardo, will be getting fresh bids for possible work to be done.

#### New Business

Consideration of the annual determination of Non-Resident Library Card Fees gave rise to the annual discussion of patrons needs and Library process. An annual determination of the two possible formulas for determining the fee provided the opportunity for input by all Trustees: flat fees, or fees calculated based upon the requesting would-be patron's real estate tax bill. Trustee Zubik moved to adopt the individual calculation process this year, and Trustee Rhodes seconded it. The vote, by roll call was not unanimous: three in favor of the motion and two opposed. The motion carried.

The Director presented the topic appearing in new business, that of using Illinois Funds for short term storage of Library funds, as an option for us. Considerable discussion did not indicate a readiness to vote, and Trustee Zubik moved to explore other options. Trustee Foertsch seconded the motion, which was carried by voice vote.

The Director explained the need to change the August 16<sup>th</sup> Library closing date to August 23<sup>rd</sup> and on Trustee Snow's motion to make that change, Trustee Zubik's second, and a voice vote, this carried.

Trustee Snow moved to adjourn the meeting and Trustee Rhodes seconded the motion.

President Burek adjourned the meeting at 7:52 PM.

The next meeting is June 20<sup>th</sup> at 7PM, and Personnel Committee will meet on the same date at 6PM.