

MINUTES OF THE REGULAR MEETING OF THE NORTHLAKE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES JUNE 20, 2019

The regular meeting of June 20, 2019, of the Northlake Public Library District Board of Trustees was called to order by President Wason at 6:27 p.m... Present were board members: Biddle, Wason, Glowinski, and Cassidy-Hatchet. Absent were: Tews and Gutierrez. Also present were: Sharon Highler, Library Director; and Laura Bartnik, Assistant Director.

The board approved the agenda on a motion by Glowinski with a second by Cassidy-Hatchet.

AYES: All.

Minutes of the Regular Board Meeting of May 23, 2019 were approved on a motion by Biddle with a second by Cassidy-Hatchet.

AYES: All.

The Library Fund Profit and Loss Report of May 31, 2019 was approved on a motion by Glowinski with a second by Biddle. Roll call vote:

AYES: Biddle, Wason, Glowinski, and Cassidy-Hatchet

NAYS: None

ABSENT: Tews and Gutierrez.

Acceptance of the Bills Paid Report for June 20, 2019 was approved on a motion by Glowinski with a second by Biddle. Roll Call Vote:

AYES: Biddle, Wason, Glowinski, and Cassidy-Hatchet

NAYS: None

ABSENT: Tews and Gutierrez.

Acceptance of the Bills Payable Report for June 20, 2019 was approved on a motion by Cassidy-Hatchet with a second by Glowinski. Roll Call Vote:

AYES: Biddle, Wason, Glowinski, and Cassidy-Hatchet

NAYS: None

ABSENT: Tews and Gutierrez.

Bills paid, June 20 2019: \$57,467.12

Bills payable, June 20 2019: \$25,010.74

Highler reported on:

Building Issues:

HVAC issues continue. 1 of the rooftop units need condensers replaced.

Anchor Electric has completed the final portion of the building LED retrofit project as well as a new outlet repair project.

Some tiles have broken on the first floor ladies' restroom. They were repaired re-grouted and resealed. The other bathrooms are also being looked at to be re-grouted and resealed.

Fee Change

The cost of printing has been reduced to .25 from .30 to be more in line with surrounding libraries.

Long Range Planning Process:

The library was the recipient of a Capital Needs Grant through the state of Illinois. The time line of the grant and requirements are still unknown.

Staff Changes:

Guest Services Associate (ft) Heidi Patrino retired June 18, 2019 after 31 years.

Naidelin Alvarez, Page (pt) resigned

Promotions:

Daisy Fulgencio, Youth Services Assistant, was given fulltime status.

Giovanni Solano, Guest Services Clerk (pt), was granted additional hours making him eligible for IMRF.

New Hires:

Annette Ignoffo, Business Office Manager (ft)

Breea Colson, Guest Services Clerk (pt)

Joshua McGuire, Guest Services Clerk (pt)

MISC:

Summer Reading Kickoff Party on June 8th was a big success with around 300 attending.

Summer Lunches are also off to a great start with 40-50 kids each day.

Passport services have taken off, we have issued 10 so far.

The board accepted the librarians' reports for May-June with their thanks.

President Wason had nothing to report.

Vice President Glowinski had nothing to report.

Changes to the Personnel Policy have been tabled until a future meeting.

The board was informed of the board vacancy process.

The board approved the Announcement of the B&A Hearing on a motion from Glowinski with a second from Cassidy-Hatchet.

AYES: All

The board approved the Non Resident Card fee on a motion from Glowinski with a second from Biddle. Roll Call Vote:

AYES: Biddle, Wason, Glowinski, and Cassidy-Hatchet

NAYS: None

ABSENT: Tews and Gutierrez.

The board approved the .02% Main. Ordinance on a motion from Glowinski with a second from Cassidy-Hatchet. Roll Call Vote:

AYES: Biddle, Wason, Glowinski, and Cassidy-Hatchet

NAYS: None

ABSENT: Tews and Gutierrez.

The board was informed of the changing legislature regarding the Prevailing Wage Statement.

The board reviewed the "closed session minutes"

AYES: All

The next regular Board meeting is scheduled for August 15, 2019.

Having moved through the agenda the meeting was adjourned at 7:16 p.m. by President Wason.

Elizabeth Biddle, Secretary
