CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 6:35 p.m. Responding to roll call were Trustees Grabinski, Janik, Nelson, and Nestor. Also present were Director Dana Wishnick and Administrative Manager Brittany Luna.

AUDIENCE TO VISITORS

Monica Fletcher.

APPROVAL OF MINUTES

President Fitzgerald called for additions or corrections to the Minutes of the Reorganization Meeting of May 13, 2019.

Suggestions to corrections were made.

It was moved by Trustee Nelson and seconded by Trustee Nestor.

❖ THAT THE MINUTES OF THE REORGANIZATION MEETING WITH THE CORRECTIONS OF MAY 13, 2019 BE APPROVED

AYES……………… Fitzgerald, Grabinski, Janik, Nelson, and Nestor
NAYS……………… None
ABSENT………….. None
ABSTAIN………… None

It was moved by Trustee Nelson and seconded by Trustee Grabinski

❖ THAT THE MINUTES OF THE REGULAR MEETING OF MAY 13, 2019 BE APPROVED

AYES……………… Fitzgerald, Grabinski, Janik, Nelson, and Nestor
NAYS……………… None
ABSENT………….. None
ABSTAIN………… None

It was moved by Trustee Nestor and seconded by Trustee Grabinski

❖ THAT THE MINUTES OF THE EXECUTIVE SESSION MEETING OF MAY 13, 2019 BE APPROVED
AYES……………… Fitzgerald, Grabinski, Janik, Nelson, and Nestor
NAYS……………… None
ABSENT……………. None
ABSTAIN………….. None

President Fitzgerald amended the agenda to move up New Business for the appointment of a new Library Trustee and to allocate additional time to sign the invoices and review the June Claims List.

NEW BUSINESS

Trustee Grabinski performed the swearing in of newly appointed Trustee Monica Fletcher.

COMMUNICATIONS

None at this time.

DIRECTOR’S REPORT

The Circulation Department hired, Yara Sarhan, for the open Circulation Clerk position. Yara’s first day was Tuesday, May 21, 2019.

The Library has filed a Worker’s Compensation Claim with Insurance provider, Hanover. More details will be shared when the next steps are provided from the company.

There was an HVAC problem with one of the newer units, where water was leaking from the ceiling. Amber Mechanical was called out to determine the problem. Minimal damage was done to the books and the unit is up and running.

Summer Reading started on Monday, June 3, 2019.

The first Community Library Day is Friday, June 14, 2019. Staff from Adult and Youth Services will be taking the library out to the community that are located further away. Staff will start at Ridge Lawn School in the morning and finish up the afternoon at Frontier Park.

The Blessings Box is currently being fabricated with hopes to be installed before the July Board meeting.

Youth Services offered Ramadan crafts throughout the month of May which was very successful.

Youth Services has been out in the community promoting Summer Reading and Summer Lunches. Summer lunches started on Monday, June 10, 2019 with 39 children in attendance.
The ribbon cutting ceremony for the Little Free Library took place at the Chicago Ridge Metra Station on Monday, June 3, 2019. Adult Services Associate Eva Baggili provided a short speech before the cutting of the ribbon by Director Wishnick. Trustee Grabinski and Mayor Tokar were also in attendance.

The Library hosted a graduation ceremony for newest graduated of the Career Online High School Program. The Library has a total of 7 graduated.

**FINANCIAL REPORTS AND APPROVAL OF BILLS**

It has been tabled to approve the May 2019 Income Statement and Balance Sheet until the July meeting.

It was moved by Trustee Janik and seconded by Trustee Grabinski.

- THAT THE JUNE 2019 CLAIMS LIST IN THE AMOUNT OF $106,419.08 BE APPROVED

  AYES............... Fitzgerald, Fletcher, Janik, Grabinski, Nelson, and Nestor
  NAYS............... None
  ABSENT............ None
  ABSTAIN.......... None

  Irene Ciciora, Melinda Provost, Janis Schleyer, Samantha Zimmerman, Paula Johnson, and Alicia Jackson arrived to the meeting at 6:56 p.m.

**COMMITTEE REPORTS**

None at this time.

**UNFINISHED BUSINESS**

None at this time.

**NEW BUSINESS**

The Library’s Insurance package is due for a renewal. It has been recommended by the Library’s insurance firm, Kamm, to proceed with the current coverage through Hanover. The 2019-2020 renewal increased just below 2%.

It was moved by Trustee Grabinski and seconded by Trustee Nestor.

- THAT THE LIBRARY’S INSURANCE PACKAGE THROUGH HANOVER FOR 2019-2020 BE APPROVED
Joe Huberty from Engberg Anderson arrived at 7:00 p.m. Joe Huberty provided a presentation of architectural firm, an overview of work he has done with various libraries and ideas he has for the Library’s upcoming interior remodel.

Information on budget breakdowns, timelines, and the planning process was also provided.

Joe Huberty left at 8:02 p.m.

Tiffany Nash and Dan Pohrte of Product Architecture & Design arrived at 8:03 p.m. A presentation was given about their firm, their experience with libraries and capital assessment plans and provided visuals of their initial idea of a renovation.

Tiffany Nash and Dan Pohrte left the meeting at 8:53 p.m.

A discussion was held with both staff and Trustees comparing both architect firms. Director Wishnick and Adult Services Manager Alicia Jackson visited a few libraries where both firms completed a renovation.

It was moved by Trustee Grabinski and seconded by Trustee Fletcher

❖ THAT THE LIBRARY NEGOTIATE WITH PRODUCT ARCHITECTURE + DESIGN ON A MASTERPLAN AND CAPITAL ASSESSMENT REPORT BE APPROVED

AYES……………… Fitzgerald, Fletcher, Grabinski, Janik, and Nestor
NAYS……………… None
ABSENT………….. None
ABSTAIN………… Nelson

TRUSTEE COMMENTS

President Fitzgerald and staff expressed with appreciation to Trustee Nelson for her commitment to the Library and Board. Trustee Nelson also expressed her thankfulness.

ADJOURNMENT

There being no objections; the meeting was adjourned 9:27 p.m.

Respectfully submitted,