CALL TO ORDER AND ROLL CALL

President Fitzgerald called the meeting to order at 7:30 p.m. Responding to roll call were Trustees Grabinski, Janik, Nestor, and Reichard. Also present were Director Dana Wishnick and Administrative Manager Brittany Luna.

AUDIENCE TO VISITORS

Sarah Galvan, Executive Director of Almost Home.

Almost Home is a Non-Profit organization dedicated to helping the needy, poor, homeless and broken. They currently have four Blessings Boxes, which is a 24/7 food pantry, and are hoping to add one more at the Library.

Sarah Galvan hopes to achieve four additional Blessings Boxes this year, including the Library.

Trustees inquired about the additional locations and any issues that have occurred with the boxes or the placement of them.

Sarah Galvan left the meeting at 7:53 p.m.

APPROVAL OF MINUTES

President Fitzgerald called for additions or corrections to the Minutes of the Regular Meeting of February 11, 2019.

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

❖ THAT THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 11, 2019 BE APPROVED

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

FINANCIAL REPORTS AND APPROVAL OF BILLS

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

❖ THAT THE REVISED DECEMBER 2018 INCOME STATEMENT AND BALANCE SHEET BE APPROVED
AYES.............  Fitzgerald, Grabinski, Janik, Nestor, and Reichard
NAYS.............  None
ABSENT...........  Nelson
ABSTAIN..........  None

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

❖ THAT THE FEBRUARY 2019 INCOME STATEMENT AND BALANCE SHEET BE APPROVED

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

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

❖ THAT THE MARCH 2019 CLAIMS LIST IN THE AMOUNT OF $97,047.18 BE APPROVED

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

COMMUNICATIONS

Director Wishnick shared information on the 2019 ALA Annual Conference held in Washington D.C. June 20-25, 2019. The library is sending two employees and the Trustees will let Director Wishnick who would like to attend.

The Library Journal magazine featured an article regarding how circulation in libraries are changing.

DIRECTOR’S REPORT

The library had a leak coming from a spigot located near the main entrance. After receiving a recommendations for F.E. Moran; Director Wishnick and Administrative Manager Brittany Luna contacted their plumbing department and scheduled an emergency repair to prevent any ice related accidents. The problem was fixed, however, due to the cold weather the problem happened again. We are awaiting warmer temperatures to verify if the library has a cracked or frozen pipe.
There are two more floor surveys for the Youth Services department. Director Wishnick would like to take the next step in reaching out to architects to discuss the first steps of an interior remodel. Grants will also be looked into.

The library closed its FY18 budget with approximately $95,000 in net income.

The events calendar, program reservation, and room reservation portions of Communico have gone live.

The library needs to upgrade their virtual servers and 18 patron PCs. Director Wishnick is working with RWK on pricing.

Adult Services Manager Alicia Jackson presented to the Village Hall Board a proposal to install our Free Little Library at the Metra station. The Trustees of the Village Board are enthusiastic about the Free Little Library and have approved the installation.

The library will be hosting a Spring Fling dance with Jon’s Way for junior high students the evening of Saturday, April 13, 2019.

The library has joined the Village of Chicago Ridge 2020 Census Complete Count Committee, created by Village Clerk Barbara Harrison. With the 2020 census being completely online the library will be an important partner in providing both internet access and assistance.

On February 22, 2019 during the Lunch & a Movie Event, a patron had a seizure and became unconscious. Circulation called 911 while waiting for the paramedics to arrive a patron and an off-duty staff member performed CPR. The EMTs arrived within three minutes and took the patron to a local hospital. The patron has fully recovered.

Library staff have been busy meeting community leaders to discuss our strategic plan. Approximately 26 interviews have taken place.

Youth Services hosted a Valentine’s Day party where 312 patrons attended. Dylan Coghlan of the Chicago Wolves visited the library on February 5, 2019 with 162 patrons attending.

Shaun Castro, owner of the UPS Store in Chicago Ridge, chose the library as the recipient of the book donation drive from their Toys for Tots Literacy Program. During the holiday season, customers at his UPS Store donated money towards the purchase of books from Scholastic. Shaun Castro delivered the books to the library on February 26, 2019. Youth Services will use more of the books in their collection and give away some books as prizes.

Homebound services in Adult Services is still going strong.

The board discussed the placement of the Blessings Box and chose to table the decision until next month.
**COMMITTEE REPORTS**

None at this time.

**UNFINISHED BUSINESS**

None at this time.

**NEW BUSINESS**

Changes made to the InterLibrary Loan (ILL) and FOIA policies were presented and discussed.

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

❖ THAT THE INTERLIBRARY LOAN AND FOIA POLICIES BE APPROVED

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

**TRUSTEE COMMENTS**

None at this time.

**ADJOURNMENT**

There being no objections; the meeting was adjourned 9:12 p.m.

Respectfully submitted,

Brittany Luna
Administrative Manager

Karrie Grabinski
Secretary