

**Stickney-Forest View Public Library District
General Meeting of the Board of Trustees
August 26, 2020**

The meeting was called to order at 6:00 pm by Board President E. Bartunek. Present at roll call were Secretary M. Blatter, Treasurer N. Dzolic, Trustee S. Hosek, Trustee S. Jahiri and Trustee R. Villanueva.

Present from the Library staff were Director L. Shell and meeting stenographer J. Chávez Buchanan.

Library Trustee Vacancy Interviews:

The board of trustees conducted interviews for the trustee vacancy. The interview candidates were Edgar Montiel and Juan Manuel Camberos.

Secretary's Minutes:

Treasurer N. Dzolic motioned to approve the July 22, 2020 Regular Board Meeting Minutes and Trustee S. Jahiri seconded the motion. The minutes were approved by voice vote all in favor and filed for audit.

Secretary's Report/Correspondence:

The Library received a letter from Cook County regarding property tax appeals. The Library received notice from Rails regarding the quarantine of books/materials from 3 to 7 days.

Financial Report:

Treasurer's Report (July): Accepted as presented

Profit and Loss Report (July): Accepted as presented

Balance Sheet (July): Accepted as presented

Transaction List (July): Accepted as presented

Check Summary (July): Accepted as presented

Treasurer N. Dzolic suggested that the bills should be approved by the board first before they are paid and mailed. Director L. Shell will research and get back to the board with his findings.

Warrants:

Payroll: The Board reviewed payroll from 7/6/20-7/19/20: pay date 7/24/20

Check # 17 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: None

Voided Checks – None

Payroll: The Board reviewed payroll from 7/20/20-8/2/20: pay date 8/7/20

Check # 17 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: EFT #: 0541801 Ref. #: 50850

Voided Checks – None

Payroll: The Board reviewed payroll from 8/3/20-8/16/20: pay date 8/21/20

Check # 17 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: None

Voided Checks – None

Treasurer N. Dzolic motioned to pay payroll and Trustee S. Jahiri seconded the motion.

Roll call results were:

- Aye- E. Bartunek, N. Dzolic, M. Blatter, S. Hosek, S. Jahiri and R. Villanueva
- Nay- None
- Absent- None
- Abstain- None

Invoices: Invoices were reviewed and the invoices presented for payment were:

Checks # LC 13646-13684, 2 EFTS's, 3 Credit Card Transactions and 0 Petty Cash

Total Amount \$41,893.81

Trustee S. Hosek motioned to pay the invoices and President E. Bartunek seconded the motion.

Roll call results were:

- Aye- E. Bartunek, N. Dzolic, M. Blatter, S. Hosek, S. Jahiri and R. Villanueva
- Nay- None
- Absent- None
- Abstain- None

Director's Report:

Accepted as presented

Department Head Reports:

Accepted as presented

Committee Reports:

None

Unfinished Business:

a. Fraud Prevention Policy Revision

Treasurer N. Dzolic motioned to approve the Fraud Prevention Policy Revision and Trustee S. Jahiri seconded the motion.

Roll call results were:

- Aye- E. Bartunek, N. Dzolic, M. Blatter, S. Hosek, S. Jahiri and R. Villanueva
- Nay- None
- Absent- None
- Abstain- None

Comments for the Public:

Mayor J. Walik indicated that the Village of Stickney applied for the CARES grant and will purchase disinfection sprays for village services. He suggested the Library look into the CARES grant. Director L. Shell indicated he would look into it. Mayor J. Walik also indicated that currently there are zero cases of COVID-19 in the Village of Stickney.

M. Milenkovic asked about early voting sites. He was told the Library would not be a site for early voting for the November election, due to the limited space at the library and the current pandemic situation. The Library will reconsider being an early voting site when the pandemic ends.

New Business:

a. Closed Session to Deliberate Trustee Candidates per 5 ILCS 120/2(c) (3)

President E. Bartunek motioned to enter Closed Session at 7:08 pm to deliberate Trustee Candidates per 5 ILCS 120/2(c) (3) Trustee S. Jahiri seconded the motion.

Roll call results were:

- Aye- E. Bartunek, N. Dzolic, M. Blatter, S. Hosek, and S. Jahiri
- Nay- R. Villanueva
- Absent- None
- Abstain- None

Regular General Meeting was reconvene at 7:22pm.

Treasurer N. Dzolic motioned to approve the appointment of Edgar Montiel as Trustee and Trustee S. Jahiri second the motion.

Roll call results were:

- Aye- E. Bartunek, N. Dzolic, S. Hosek, S. Jahiri and R. Villanueva
- Nay- M. Blatter
- Absent- None
- Abstain- None

Having no further business the meeting was adjourned at 7:23 PM.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Marjorie Blatter".

Marjorie Blatter, Secretary