

**Stickney-Forest View Public Library District
General Meeting of the Board of Trustees
September 23, 2020**

As a result of the ongoing COVID-19 pandemic and the Governor of the State of Illinois' declaration of an emergency, this meeting was conducted in person and via Zoom in compliance with P.A. 101-0640.

The meeting was called to order at 6:05 pm by Board President E. Bartunek. Present at roll call were Secretary M. Blatter, Treasurer N. Dzolic, Trustee S. Hosek, Trustee S. Jahiri, Trustee R. Villanueva and Trustee E. Montiel.

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

Oath of Office for newly appointed Library Trustee

Edgar Montiel was administered the Oath of Office by Library Board Secretary, Marjorie Blatter, and was appointed to the position of Library Board Trustee.

Approval of the Minutes

R. Villanueva motioned to approve the August 26, 2020 Regular Board Meeting Minutes and N. Dzolic seconded the motion. The minutes were approved by roll call vote and filed for audit.

Roll call results were:

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

N. Dzolic motioned to approve the September 9, 2020 Budget & Appropriation Hearing Minutes and S. Jahiri seconded the motion. The minutes were approved by roll call vote and filed for audit.

Roll call results were:

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

R. Villanueva motioned to approve the September 9, 2020 Special Meeting Minutes and E. Bartunek seconded the motion. The minutes were approved by roll call vote and filed for audit.

Roll call results were:

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

N. Dzolic motioned to approve the September 14, 2020 Special Meeting Minutes and S. Hosek seconded the motion. The minutes were approved by roll call vote and filed for audit.

Roll call results were:

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

Secretary's Report/Correspondence:

The Library received a letter from a patron in regards to their disappointment in the Library declining to be an early voting site.

Financial Report:

Treasurer's Report (August): Accepted as presented

Profit and Loss Report (August): Accepted as presented

Balance Sheet (August): Accepted as presented

Transaction List/Check Detail Report (August): Accepted as presented

Check Summary (August): Accepted as presented

Warrants:

Payroll: The Board reviewed payroll from 8/7/20-8/30/20; pay date 9/4/20

Check # 17 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: EFT #: 0541801 Ref. #: 31714

Voided Checks – None

Payroll: The Board reviewed payroll from 8/31/20-9/13/20: pay date 9/18/20
Check # 18 Direct Deposits
Federal Tax EFT # Filed by Paylocity
IL Tax EFT # Filed by Paylocity
IMRF: None
Voided Checks – None

S. Hosek motioned to pay payroll and R. Villanueva seconded the motion.

Roll call results were:

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

Invoices: Invoices were reviewed and the invoices presented for payment were:
Checks # LC 13685-13713, 4 EFTS's, 11 Credit Card Transactions and 0 Petty Cash
Total Amount \$27,916.13

R. Villanueva motioned to pay the invoices and S. Jahiri seconded the motion.

Roll call results were:

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

Director's Report-

Accepted as presented

Trustee Short-Take Video "Board Self Evaluation":

The trustees were shown a video on board self-evaluation.

Department Head Reports:

Accepted as presented

Committee Reports:

None

Unfinished Business:

None

New Business:

a. Certification of Estimated Revenues by Source

The Certification of Estimated Revenues by Source was discussed and will be signed by the Treasurer N. Dzolic. It will be filed with the county.

Comments for the Public:

None

Having no further business the meeting was adjourned at 6:52pm. N. Dzolic motioned to adjourn and E. Bartunek seconded the motion.

Roll call results were:

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

Respectfully Submitted,

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

Marjorie Blatter, Secretary