

**Stickney-Forest View Public Library District  
General Meeting of the Board of Trustees  
October 28, 2020**

In accordance with Governor Pritzker's COVID-19 Executive Order No.16, this meeting was conducted in person and online using a Zoom video conference.

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, Trustee R. Villanueva and Trustee E. Montiel.

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

**Secretary's Minutes:**

N. Dzolic motioned to approve the September 23, 2020 Regular Board Meeting Minutes and S. Jahiri seconded the motion. The minutes were approved by voice vote all in favor and filed for audit.

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

**Secretary's Report/Correspondence:**

The Library received a Dunkin Donut gift card for the staff. The patron expressed appreciation for all the staff's hard work.

**Financial Report:**

**Treasurer's report (September):** Accepted as presented

**Profit and Loss Report (September):** Accepted as presented

**Balance Sheet (September):** Accepted as presented

**Transaction List:** Accepted as presented

**Check Summary:** Accepted as presented

**Warrants:**

**Payroll:** The Board reviewed payroll from 9/14/20-9/27/20: pay date 10/2/20

Check # 18 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: EFT #0541801 Ref. #81058

Voided Checks – None

**Payroll:** The Board reviewed payroll from 9/28/20-10/11/20: pay date 10/16/20

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 13714-13767, 2 EFTS's, 7 Debit/Credit Card Transactions and 1 Petty Cash

Total Amount \$47,271.51

N. Dzolic 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

**Presentation by Lori Kazich, Wealth Management Senior Vice President, First Midwest Bank**

Lori Kazich from First Midwest Bank gave a presentation and overview of the Library's investment securities account.

**Trustee Short-Take Video "Director Evaluation":**

The trustees were shown a video on director evaluation.

**Department Reports:**

Accepted as presented

**Committee Reports:**

None

**Unfinished Business:**

None

**New Business:**

**a. Election Day State Holiday Closing Discussion**

The board discussed the Election Day State Holiday Closing. It was determined that the Library would not be eligible to Close on Election Day.

**b. Resolution FY21-02 Intergovernmental Agreement with Cook County to Receive CRF Funds**

N. Dzolic motioned Resolution FY21-02 Intergovernmental Agreement with Cook County to Receive CRF Funds 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

**c. Credit Card Policy**

The Credit Card Policy was tabled for next board meeting.

**d. Per Capita Discussion of Standards for Illinois Public Libraries**

- i. Ch. 1 Core Standards
- ii. Ch. 2 Governance and Administration

The Board discussed and reviewed the Per Capita Standards for Illinois Public Libraries

**e. Review Draft FY21 Levy Ordinance for November Approval**

The Board reviewed and discussed the FY21 Levy Ordinance.

**Comments for the Public:**

None

Having no further business the meeting was adjourned at 7:27pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Marjorie Blatter". The ink is dark and the signature is fluid.

Marjorie Blatter, Secretary