

**Stickney-Forest View Public Library District
General Meeting of the Board of Trustees
January 26, 2022**

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.

Call to Order:

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

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

Roof Repair Bid Analysis Presentation from Melissa Lieb, Mac Brady Associates, Inc.

Consent Agenda:

- a. Approval of the November 17, 2021 Regular Meeting Minutes
- b. Financial Reports
 - i. Treasurer's Report (November and December)
 - ii. Profit and Loss Report (November and December)
 - iii. Balance Sheet (November and December)
 - iv. Check Summary (12/2/21 to 12/3/21)
 - v. Check Summary (12/4/21 to 12/20/21)
 - vi. Check Summary (12/21/21 to 1/21/22)
 - vii. Transaction List/Check Detail Report (12/2/21 to 12/3/21)
 - viii. Transaction List/Check Detail Report (12/4/21 to 12/20/21)
 - ix. Transaction List/Check Detail Report (12/21/21 to 1/21/22)
 - x. Warrants
 - 1. Invoice Warrant Dated 1/26/2022-a in the amount of \$7,577.80
 - 2. Invoice Warrant Dated 1/26/2022-b in the amount of \$51,342.75
 - 3. Invoice Warrant Dated 1/26/2022-c in the amount of \$77,868.10
 - 4. Payroll Warrant Dated 11/26/2021 in the amount of \$23,561.73
 - 5. Payroll Warrant Dated 12/10/2021 in the amount of \$24,756.01
 - 6. Payroll Warrant Dated 12/23/2021 in the amount of \$25,368.44
 - 7. Payroll Warrant Dated 01/07/2022 in the amount of \$25,259.15
 - 8. Payroll Warrant Dated 01/21/2022 in the amount of \$25,304.44

S. Hosek motioned to amend (add Invoice Warrant 1/26/2022-a and 1/26/2022-b) & adopt the Consent Agenda and M. Blatter seconded the motion.

Roll call results were:

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

M. Blatter motioned to approve the Consent Agenda and E. Montiel seconded the motion.

Roll call results were:

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

Secretary's Report/Correspondence:

None

Director's Report:

Accepted as presented

Trustee Training:

The "Short Takes for Trustees" was tabled until the next board meeting.

Department Reports:

Accepted as presented

Committee Reports:

None

Unfinished Business:

- a. Roof Repair bid Selection

R. Villanueva motioned to appoint Olsson Roofing for the roof repairs and coating of the roof and M. Blatter seconded the motion.

Roll call results were:

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

b. Roof Repair Management Proposal from Mac Brady Associates, Inc.

M. Blatter motioned to approve the Roof Repair Management Proposal from Mac Brady Associates, Inc. and S. Hosek seconded the motion.

Roll call results were:

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

New Business:

a. Approval of Staff Travel Expenditures

M. Blatter motioned to approve the Staff Travel Expenditures and R. Villanueva seconded the motion.

Roll call results were:

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

b. Establishing Formal Awards for Milestone Staff Anniversaries

S. Hosek motioned to approve the writing of a formal milestone awards program and E. Montiel seconded the motion.

Roll call results were:

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

c. Review minutes of previous closed sessions per Open Meetings Act

- i. Approval of the closed meeting minutes and to keep these minutes closed for the following closed meetings: 11/17/21

M. Blatter motioned to approve the closed session meeting minutes for November 17, 2021 and S. Hosek seconded the motion.

Roll call results were:

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

- ii. Approval of the minutes or portions of minutes to be open to the public because said minutes or portions of minutes no longer have the need for confidentiality for the following dates: Applicable closed sessions meeting dates will be announced when motion called

The previous closed session meeting minutes will be kept closed.

d. Per Capita Discussion of Standards for Illinois Public Libraries

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

The Per Capita Discussion of Standards for Illinois Public Libraries will be tabled until the next board meeting.

Comments for the Public:

None

Adjournment:

S. Hosek motioned to adjourn the meeting and M. Blatter seconded the motion.

Roll call results were:

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

Having no further business the meeting was adjourned at 8:05 PM.

Respectfully Submitted,


Marjorie Blatter
Secretary