

**Stickney-Forest View Public Library District  
General Meeting of the Board of Trustees  
February 23, 2022**

ORIGINAL

**I. Call to Order**

The meeting was called to order at 6:14pm by Board President R. Villanueva. Present at roll call were Secretary M. Blatter, Treasurer N. Dzolic, and Trustee S. Hosek. Trustee E. Montiel arrived virtually at 6:19pm. 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.

**II. Consent Agenda:**

a. Approval of the January 26, 2022 Regular Meeting Minutes

b. Financial Reports

- i. Treasurer's Report (January)
- ii. Profit and Loss Report (January)
- iii. Balance Sheet (January)
- iv. Check Summary (1/22/22 to 2/18/22)
- v. Transaction List/Check Detail Report (1/22/22 to 2/18/22)
- vi. Warrants

1. Invoice Warrant Dated 2/23/2022 in the amount of \$65,390.78
2. Payroll Warrant Dated 2/4/2022 in the amount of \$23,239.82
3. Payroll Warrant Dated 2/18/2022 in the amount of \$22,143.61

S. Hosek motioned to adopt the Consent Agenda and N. Dzolic seconded the motion.

Roll call results were:

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

M. Blatter motioned to approve the Consent Agenda and S. Hosek seconded the motion.

Roll call results were:

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

### **III. Secretary's Report/Correspondence:**

An email was received regarding the changes to the Statement of Economic Interest. Information regarding this change should be coming out in early March.

### **IV. Director's Report:**

- a. Administrative news, Financial Update, Building News
  - On February 16, 2022 a car jumped the curb and damaged the bike rack. The owner of the vehicle insurance's will cover the cost of replacing/fixing the bike rack.
  - The Summer Reading Block party is scheduled for June 4, 2022
  - The Trustees are encouraged to do a walk around the building at least once a year
  - The Trustees are encouraged to check out the "Trustee Fact Files" book
  - Polo Shirts with the Library's logo will be ordered for the Trustees
- b. Trustee Training - Short Takes #2 Board Meetings
  - The Trustee Training "Short Takes #2 Board Meetings" was not shown at this time
- c. Department Reports - Accepted as presented

### **V. Committee Reports:**

None

### **VI. Unfinished Business:**

- a. Per Capita Discussion of Standards for Illinois Public Libraries
  - i. Ch. 1 Core Standards
  - ii. Ch. 2 Governance and Administration

Chapter 1 Core Standards and Chapter 2 Governance and Administration were discussed and reviewed.

## **VII. New Business:**

### **a. Trustee Bylaws Revision**

The Director will work on the recommendations from the Trustees regarding the wording of contacting the Library's attorney. Director will also request that the invoices from the attorney provide more detailed information regarding with whom the attorney spoke and what was discussed.

### **b. Review of Library Policies**

#### **Consent Agenda of Library Policies**

- i. Patron Code of Conduct Revision
- ii. Mobile Hotspot Policy Revision
- iii. New Bereavement Policy

S. Hosek motioned to adopt the Consent Agenda of Library Policies and N. Dzolic seconded the motion.

Roll call results were:

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

R. Villanueva motioned to approve the Consent Agenda of Library Policies and S. Hosek seconded the motion with the additions to the Bereavement Policy as follows adding Domestic Partner and a cap of \$75 on the flowers/charity.

Roll call results were:

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

### **c. Pledge of Allegiance**

A straw poll was taken to forego the pledge of allegiance at each meeting all voted no except N. Dzolic.

d. Discussion of Changes to Illinois Mask Requirements

The Trustees discussed the changes to the Illinois Mask Requirements. A straw poll was taken on whether or not the Library should continue requiring the wearing of mask in the building until the State mandates otherwise. All voted yes except N. Dzolic.

**VIII. Comments from the Public:**

None

**IX. Adjournment:**

N. Dzolic motioned to adjourn the meeting and M. Blatter seconded the motion.

Roll call results were:

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

Having no further business, the meeting was adjourned at 8:20 PM.

Respectfully Submitted,



Marjorie Blatter  
Secretary