

**Chicago Heights Public Library**

**Regular Board Minutes**

**May 25, 2021 via Zoom**

*Due to Covid-19, the Governor of the state of Illinois has determined that public bodies may meet via electronic format during the pandemic, to allow for conduct the business of the public body. All other Open Meetings Act rules apply during that time.*

**Roll Call:**

Meeting called to order at 6:14 pm

**Members present:**

Baikauskas, Bennett (6:16), Cifelli, Perez, Paicely, Propst

**Members absent:**

Aldana, Gomez, Sanders

**Also present:**

Director Knasiak, Attorney Trotter

**Public Comments:**

There were none

**Approval of Minutes:**

Trustee Baikauskas made a motion to approve the minutes of the regular Board meeting of April 27, 2021. Trustee Cifelli seconded the motion. After a roll call, all Trustees voted aye and the motion carried.

**Correspondence:**

There was none.

**Director's Report:**

Director Knasiak stressed the hard work and loyalty the staff have shown in the past year. All Trustees agreed that the team has done outstanding work in the midst of crisis. Trustee Cifelli suggested Director Knasiak arrange a luncheon to thank the staff. All agreed.

Director Knasiak informed the Board that Eco Energy was able to facilitate the Library's participation in another incentive program that will cover the cost of retrofitting the outdoor lights to LEDs. In addition, the new program picked up our cost of the previous, so all of the lighting work will be completed at no cost to the organization.

Director Knasiak let the Board know that the Library would be receiving a check from the Illinois Treasurer's office for a \$400 overpayment to an old vendor. The monies due were discovered by Director Knasiak through the I-Cash program.

**Financial Reports:**

Trustee Bennett made a motion to approve the income and expense reports dated April 30, 2021. Trustee Cifelli seconded. After a roll call, all Trustees voted aye and the motion carried.

Trustee Propst made a motion to accept the Accounts Payable dated May 25, 2021 in the amount of \$11,861.85. It was seconded by Trustee Perez. After a roll call, all trustees voted aye and the motion carried.

**Unfinished Business:**

The Board discussed the proposal by ICS to oversee a review of the condition of the outside stairs. All agreed that we need to move forward.

**New Business:**

After discussion, Trustee Propst made a motion to approve the Marketing Specialist job description. Trustee Cifelli seconded. . After a roll call, all trustees voted aye and the motion carried.

After discussion, Trustee Baikauskas motioned to approve the amended FY 21/22 budget. Trustee Propst seconded. . After a roll call, all trustees voted aye and the motion carried.

After discussion, the Trustees concluded that the Library would be closed on Monday, July 5<sup>th</sup>.

**Trustee Information & General Announcements:**

Several Trustees have begun to view the Homeless Training Institute videos.

**Adjournment:**

Trustee Propst made a motion to adjourn the meeting at 6:32 pm. Trustee Baikauskas seconded. Upon roll call, all trustees voted aye and the motion carried.

**Approved by Board of Trustees, June 22, 2021**

Attest: \_\_\_\_\_