**Chicago Heights Public Library**

**Regular Board Minutes**

**December 20, 2022 at the Chicago Heights Public Library**

**Roll Call:**

Meeting called to order at 6:03 pm

**Members present:**

Aldana, Baikauskas, Bennett (6:11), Perez, Propst

**Members absent:**

Baez, Gomez

**Also present:**

Director Knasiak

**Public Comments:**

There were none.

**Approval of Consent Agenda:**

In addition to her report, Director Knasiak mentioned that a new ceiling drip developed in the Board Room. She also mentioned that some libraries were discussing closing early on Thursday due to weather and that she’d be keeping an eye on both situations.

Trustee Perez made the motion and Trustee Aldana seconded. All voted aye.

**President/Trustee Reports and Announcements:**

Trustee Perez mentioned that the Township will be hosting a toy giveaway on 12/21.

**Financials:**

Trustee Perez made a motion to accept the November 2022 financial statements. Trustee Aldana seconded. Upon roll call, all voted aye.

**Accounts Payable:**

Trustee Bennett motioned to approve the bill run dated December 20, 2022 in the amount of $26,715.65. Trustee Perez seconded. Upon roll call, all voted aye.

**Unfinished Business:**

Director Knasiak discussed her meeting with Mayor Gonzalez and Chief of Staff Zerante on 11/16. She then told the board that representatives from Christopher B. Burke and Jasen from the City had been in to examine the HVAC system in preparation for and RFP. She also mentioned that she has been creating a series of preliminary budgets in anticipation of a variety of scenarios.

Knasiak also mentioned that, after some research, the book drop will likely be able to be refurbished this spring at a considerable savings over purchasing new.

**New Business:**

After informal discussion, the board decided to table the election of officers.

The Board engaged in thoughtful conversation concerning the Days Closed for 2023. Trustee Bennett made a motion to adjust the calendar as follows:

* close on Thanksgiving Friday
* limit staff to 2 (two) personal days
* close on Juneteenth
* open on Indigenous People’s Day (Columbus Day)

Trustee Propst seconded. All voted aye and the motion carried.

The Board reviewed the Bloodborne Pathogens, Confidentiality of Records, Identity Protection, Immigration Compliance, and Investment of Public Funds Policies and decided not to make any changes.

**Adjournment:**

Trustee Perez made a motion to adjourn the meeting at 6:37 pm. Trustee Aldana seconded. All voted aye and the motion carried.