

**BOARD OF TRUSTEES Board Meeting
Wednesday, September 18, 2024; 7:30pm**

MINUTES

I. Call to Order & Roll Call

Roll Call: 7:31pm

Present: Kisha Houston, Alice Creason, MarcyJo Chachakis, Djimon Smith.

Absent: Warrette Coleman

Also Present: Laura Van Cleve, Library Director; Ashley Baltazar, Head of Technical Services; Susan Eberly, Bookkeeper; Dan Eallonardo; Thomas Morgan.

II. Remarks from the Public

NONE

III. Approval of Minutes

Regular Board Meeting August 21, 2024

-A motion was made by MarcyJo Chachakis, 2nd by Alice Creason, to approve the minutes of Regular Board Meeting August 21, 2024 with corrections. On a voice vote, the motion was approved.

IV. Correspondence

NONE

V. Treasurer’s & Financial Reports

A. Income and Expense Reports August 31, 2024

B. Approval of Expenses: September 18, 2024

-A motion was made by Alice Creason, 2nd by Djimon Smith, to approve the expenses of September 18, 2024.

Roll Call: Kisha Houston, yes; Alice Creason, yes; MarcyJo Chachakis, yes; Djimon Smith, yes; Warrette Coleman, absent. Motion approved.

C. Other Financially Related Reports

1. PIN to plat and annex

-Everything is complete. Ordinance will be ready for October

2. New QuickBooks Online subscription

-switch over is bigger task than previously thought. Currently running old and new program.

VI. Attorney’s Report

Spoke with attorney in regards to appointment of a trustee and timing of spring election to get clarification of the law.

- VII. Librarian's Report
 - Statistics
 - Director Van Cleve gave updates on maintenance issues, building projects, programming, outreach, professional development, incident reports, and Friends happenings.
- VIII. Business
 A. Old Business
 1. Parking Lot Update
 -Dan of Independent Construction Services shared updates on Parking Lot
2. Meeting Room AV & Paging System-TABLED
 -no update due to library closure for parking lot project.
- B. New Business
 1. Ordinance 24-2: Ordinance Providing for Budget and Appropriations of Richton Park Public Library District for Fiscal Year 2024-2025
 -A motion was made by Alice Creason, 2nd by MarcyJo Chachakis, to approve Ordinance No. 24-2: Ordinance providing for budget and appropriations of Richton Park Public Library District, Cook County, Illinois for the fiscal year beginning July 1, 2024, and ending June 30, 2025.
- Roll Call: Kisha Houston, yes; Alice Creason, yes; MarcyJo Chachakis, yes; Djimon Smith, yes; Warrette Coleman, absent. Motion approved.
2. Section 8 Personnel Policy Review
 -A motion was made by Alice Creason, 2nd by MarcyJo Chachakis, to approve the changes with corrections to Section 8 of the personnel policy.
- Roll Call: Kisha Houston, yes; Alice Creason, yes; MarcyJo Chachakis, yes; Djimon Smith, yes; Warrette Coleman, absent. Motion approved.
3. 2025 Health Benefits Review
 -Bookkeeper Eberly explained renewal of 2025 health benefits is an increase of 6% and a change from Aetna to Blue Cross Blue Shield so open enrollment will be required of all staff that receive health benefits.
- IX. Trustee Information and General Announcements
 -Trustee Creason was presented with a card and well wishes on her new home.
 -ILA Legislative Breakfast is scheduled for Tuesday, December 3rd at Double Tree Hilton, Alsip.
- X. Executive Session: 5 ILCS 120/2 (c)(1)
 NONE
- XI. Adjournment: 8:23pm

-A motion was made by MarcyJo Chachakis, 2nd by Alice Creason, to adjourn the meeting at 8:23pm. On a voice vote, the motion was approved.

Next Regular Board Meeting is scheduled for Wednesday, October 16th, 2024; 7:30pm.

Respectfully submitted,

Djimon Smith, Board Secretary

and

Laura Van Cleve, Library Director