

**StickneyForest View Public Library District  
General Meeting of the Board of Trustees  
March 22, 2023**

**Call to Order**

Board Vice President E. Montiel called the meeting to order at 5:57pm. Present at roll call were Treasurer M. Blatter, Trustee S. Hosek, Trustees E. Montiel, N. Dzolic, S. Jahiri and D. Johnson.

Present from the Library staff were Joanne Chávez Buchanan, Business Manager.

**Presentation by Outsource IT Solutions**

**Audit Presentation-Hearne and Associates**

**Consent Agenda:**

- i. Regular Meeting Minutes March 6, 2023
  - ii. Financial Report (February)
  - iii. Profit and Loss Report (February)
  - iv. Balance Sheet (February)
  - v. Check Summary
  - vi. Transaction List/Check Detail Report
  - vii. Warrants
1. Invoice Warrant Dated 3/22/2023 in the amount of \$20,866.16
  2. Payroll Warrant Dated 3/17/2023 in the amount of \$25,675.35

N. Dozlic motioned to adopt the Consent Agenda and S. Hosek seconded the motion. Voice vote all were in favor.

D. Johnson motioned to approve the Consent Agenda and S. Jahari seconded the motion.

**Roll call results were:**

- Aye- M. Blatter, S. Hosek, N. Dzolic, E. Montiel, S. Jahiri and D. Johnson.
- Nay- None
- Absent- None
- Abstain- None

## **Secretary's Report/ Correspondence**

None

## **Director's Report**

None

## **Department Reports:**

Accepted as presented

## **Committee Reports**

None

## **Comments from the Public:**

Jennifer, Principal of Sahs School, spoke of the positive relationship between the school and the library and how the library has been using the community center to make library services and programs more accessible to the residents of Central Stickney. J. Basa, Sahs School Board President, spoke of Central Stickney as just a 4 square blocks area whose residents appreciate the library and enjoy the services brought to central Stickney.

## **Unfinished Business:**

### **a. OSG VEEAM for 3 VM's and 1 Physical Sever (Quote #1058)**

D. Johnson motioned to approve the OSG VEEAM for 3 VM's and 1 Physical Server quote and S. Jahari seconded the motion.

Roll call results were:

- Aye- M. Blatter, S. Hosek, N. Dzolic E. Montiel, S. Jahiri and D. Johnson
- Nay- None
- Absent-
- Abstain- None

### **b. Pitney Bowes Postage Machine**

D. Johnson motioned not to approve the purchase of a new Pitney Bowes Postage Machine and S. Hosek seconded the motion.

Roll call results were:

- Aye- M. Blatter, S. Hosek, N. Dzolic E. Montiel, S. Jahiri and D. Johnson.
- Nay- None
- Absent-
- Abstain- None

**c. Director Position**

The board had received only three applications for the Director's position. After discussion of what the board might do to encourage more applications. S. Hosek motioned that the minimum starting salary be increased to \$75,000.00 and the ad be reposted. N. Dozlic seconded the motion.

Roll call results were:

- Aye- M. Blatter, S. Hosek, N. Dzolic E. Montiel, S. Jahiri and D. Johnson.
- Nay- None
- Absent-
- Abstain- None

**d. Reference Assistant Position**

D Johnson motioned to approve the opening of the Reference Assistant Position and advertisement of the opening. N. Dozlic seconded the motion.

Roll call results were:

- Aye- M. Blatter, S. Hosek, N. Dzolic E. Montiel, S. Jahiri and D. Johnson.
- Nay- None
- Absent-
- Abstain-None

**e. Head of Youth Services/Teen/Outreach position**

S. Jahari motioned to advertise the opening of the Head of Youth Services/Teen/Outreach. A Bachelor's degree is required, an MLS is preferred. The hours would be M-Sat., some evenings. Minimum starting salary would be \$50,000.00. M Blatter seconded the motion.

Roll call results were:

- Aye- M. Blatter, S. Hosek, N. Dzolic E. Montiel, S. Jahiri and D. Johnson.
- Nay- None
- Absent-
- Abstain- None

#### **Interview set up for the April 5<sup>th</sup>**

All of the board members said they would be available for a special meeting to interview candidates for the Director's and Head of Youth Services positions on April 5, 2023

#### **f. Bank Deposits**

M. Blatter volunteered to take cash deposits to the bank.

#### **g. Security Cameras**

D. Johnson moved to table the discussion concerning the security cameras until more detailed information is available. S. Jahari seconded the motion.

Roll call results were:

- Aye- M. Blatter, S. Hosek, N. Dzolic E. Montiel, S. Jahiri and D. Johnson.
- Nay- None
- Absent-
- Abstain- None

#### **h. Outdoor Sign**

Differences in the quotes because one included a new base and the other would be using the existing sign base and because the quotes were now a year old, led the board to decide to seek new quotes. It was also decided to contact the village for additional leads.

**New Business:**

**a. Snow Removal/Landscaping Quotes**

The board needs grass cutting, bush and tree trimming, application of mulch and fertilizer addressed in all of the quotes. D Johnson will be contacting the various vendors and will report back at the April 5<sup>th</sup> meeting.

Snow removal contracts will be addressed in the fall.

**b. OMA Response Letter from Attorney General**

The video will be posted and minutes for the meeting will be written and posted after approval at the next meeting.

**c. Head of Popular Services Position**

D. Johnson motioned to approve posting the Head of Popular Services position. A Bachelor's degree is required, an MLS is preferred. The hours would be M-Sat., some evenings. Minimum starting salary would be \$50,000.00. N.Dzolic seconded the motion.

N. Dzolic motioned to appoint S. Reppe as interim Head of Popular Services. S. Jahiri seconded the motion.

Roll call results were:

- Aye- M. Blatter, S. Hosek, N. Dzolic E. Montiel, S. Jahiri, and D. Johnson
- Nay- None
- Absent- None
- Abstain- None

The board gave R.Bolton permission to investigate the type of computers needed for the front desk and their prices.

**d. Board Vacancy**

Tabled

**e. Closed Session**

A closed session was not held as there wasn't any information from the lawyer to discuss at this time.

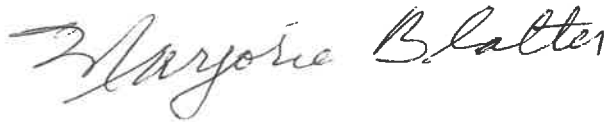
**f. Adjournment**

N. Dzolic motioned to adjourn the meeting and S. Hosek seconded the motion.

Roll call results were all in favor.

The meeting was adjourned at 8:27 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Marjorie Blatter".

Marjorie Blatter

Secretary