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**BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
November 13, 2023**

President Alice Porfirio called the meeting to order at 7:02p.m.

**Upon roll call the following Trustees were present:** Alice Porfirio, Anna Ziaja-Castillo, Nick Lamnatos, Marwan Al Safadi and Randy Carben

**Absent:** Alice Vilimek and Betty Martinez

**Attendees:** Director Chris Sebuck, Attorney Safaa Zarzour

President Alice Porfirio led the Board and audience in the Pledge of Allegiance.

**2023-120** Motion by Trustee Al Safadi and seconded by Trustee Carben to approve the Agenda.

Upon roll call vote:

Ayes: 5 Porfirio, Castillo, Lamnatos, Al Safadi, Carben

Nay:

Absent: 2 Vilimek and Martinez

***Motion Carried***

**2023-121** Motion by Trustee Al Safadi and seconded by Trustee Carben to approve Open Session meeting minutes from October 9, 2023.

Upon roll call vote:

Ayes: 5 Porfirio, Castillo, Lamnatos, Al Safadi, Carben

Nay:

Absent: 2 Vilimek and Martinez

***Motion Carried***

**2023- 122** Motion by Trustee Al Safadi and seconded by Trustee Carben to approve the three consent Agenda Items as Listed:

- a. Approval of Treasurer's October 2023
- b. Prepaid Bills in the Amount of \$103,278.15
- c. Bills in the Amount of \$41,239.36

Upon roll call vote:

Ayes: 5 Porfirio, Castillo, Lamnatos, Al Safadi, Carben

Nay:

Absent: 2 Vilimek and Martinez

***Motion Carried***

- o **Directors Report:** A few highlights from Director Sebuck's report:
  - Reesha Printing & Signs completed the sign. Reesha and LK Construction are working together on the re-bricking portion.
  - Carrier's software system installation glitches are now resolved.
  - Arab American Action Network came to the library for a field trip and learned about the services and how to get a library card.
  - LK Construction performed gutter cleaning on November 6<sup>th</sup>.

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- **Attorney Report:**
  - No attorney updates
- **Committee Report:**
  - Finance – committee met prior to Board meeting to review 2024 salary budget & operating budget.
  - Policy/By-Laws – Employee Handbook Revision on Agenda for the third consecutive month.
- **Unfinished Business**
  - Employee Handbook Revision/Update discussion and action 3<sup>rd</sup> & final time
  - 2024 Salary Budget Discussion and Action
  - 2024 Operating Budget Discussion and Action
- **New Business**
  - Committed Funds Resolution Discussion and Action
  - Library Property with House Discussion and Action
    - Tabled discussion pending Village and future MWRD discussion
  - Neighbors Parking in Library Parking Lot After Hours Discussion and Action
    - Board of Trustees under the advisement of the insurance broker recommends no after-hours parking due to liability. All agree a letter shall be sent out to nearby neighbors utilizing parking lot.

**2023- 123** Motion by Trustee Carben and seconded by Trustee Al Safadi to approve Employee Handbook Revisions.  
Upon roll call vote:  
Ayes: 5 Porfirio, Castillo, Lamnatos, Al Safadi, Carben  
Nay:  
Absent: 2 Vilimek and Martinez  
***Motion Carried***

**2023- 124** Motion by Trustee Lamnatos and seconded by Trustee Carben to accept the Committed Funds Resolution for the fiscal year 2024 adapt the funds resolved, that 2023 Board of Trustees for the Bridgeview Pubic Library commit \$350,000 from its unassigned fund balance for completing upgrades for the Library during 2024 year, dated on November 13<sup>th</sup>, 2023.  
Upon roll call vote:  
Ayes: 5 Porfirio, Castillo, Lamnatos, Al Safadi, Carben  
Nay:  
Absent: 2 Vilimek and Martinez  
***Motion Carried***

**2023-125** Motion by Trustee Al Safadi and seconded by Trustee Carben to go into Closed Session meeting.  
Upon roll call vote:  
Ayes: 5 Porfirio, Castillo, Lamnatos, Al Safadi, Carben  
Nay:  
Absent: 2 Vilimek and Martinez  
***Motion Carried***

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Board of Trustees meeting reconvened at 8:09pm.

**2023-127** Motion by Trustee Carben and seconded by Trustee Al Safadi to pass the 2024 Salary Budget with the five amendments presented in the closed session meeting.

Upon roll call vote:

Ayes: 5 Porfirio, Castillo, Lamnatos, Al Safadi, Carben

Nay:

Absent: 2 Vilimek and Martinez

***Motion Carried***

**2023-128** Motion by Trustee Carben and seconded by Trustee Al Safadi to pass the 2024 Operating Budget with the revisions presented in the closed session meeting.

Upon roll call vote:

Ayes: 5 Porfirio, Castillo, Lamnatos, Al Safadi, Carben

Nay:

Absent: 2 Vilimek and Martinez

***Motion Carried***

**2023- 129** Motion by Trustee Carben and seconded by Al Safadi to adjourn.

Upon voice vote with all Trustees ayes and no nays:

**Motion Carried.**

Meeting adjourned at 8:12p.m.

Respectfully Submitted,

  
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Jalilah N. Ahmad, Recording Secretary

Approved:

12/11/2023

Date:

  
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Alice Porfirio, President

  
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Alice Vilimek, Secretary