

**BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING  
September 11, 2023**

President Alice Porfirio called the meeting to order at 7:04p.m.

**Upon roll call the following Trustees were present:** Alice Porfirio, Betty Martinez, Nick Lamnatos and Marwan Al Safadi

**Absent:** Randy Carben and Alice Vilimek

**Attendees:** Director Chris Sebuck

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

- 2023-105** Motion by Trustee Al Safadi and seconded by Trustee Martinez to approve the Agenda.  
Upon roll call vote:  
Ayes: 4 Porfirio, Martinez, Lamnatos, and Al Safadi  
Nay:  
Absent: 2 Carben and Vilimek  
***Motion Carried***

Paul Mitoraj from NSS Exteriors presented both proposal number 10141 East Skylight and glazed wall and proposal number 10141 West skylight glass replacement. The repairs and maintenance of the caulk and any deficiency on the glazed will be repaired with the reinstall. Paul

The Board of Trustees interviewed three potential Bridgeview Library Trustee candidates individually. The three Trustee candidates' names are as follows: Amy Large a Bridgeview resident with the profession of Health Coordinator, Anna Ziaja-Castillo a Bridgeview resident with a profession of a School Psychologist and the final Trustee candidate is Corrine Kopchik with the profession of Accountant.

- 2023-106** Motion by Trustee Lamnatos and seconded by Trustee Martinez to approve Open Session meeting minutes from August 14, 2023.  
Upon roll call vote:  
Ayes: 4 Porfirio, Martinez, Lamnatos, and Al Safadi  
Nay:  
Absent: 2 Carben and Vilimek

- 2023- 107** Motion by Trustee Al Safadi and seconded by Trustee Martinez to approve the three consent Agenda Items as Listed:
- a. Approval of Treasurer's August 2023
  - b. Prepaid Bills in the Amount of \$51,841.36
  - c. Bills in the Amount of \$53,035.65
- Upon roll call vote:  
Ayes: 4 Porfirio, Martinez, Lamnatos, and Al Safadi  
Nay:  
Absent: 2 Carben and Vilimek

- o **Directors Report:** A few highlights from Director Sebuck's report:
  - Reesha Printing & Signs have not finished the installation. Director continues to follow up. Payment will be issued once installation is completed.
  - Director Sebuck will submit FEMA forms and bills for all services provided after storm.
- o **Attorney Report:**
  - Attorney Zarzour not in attendance

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- **Committee Report:**
  - Finance – no updates
  - Policy/By-Laws – Trustees discussed Employee Handbook Revisions. All revisions have been submitted to the Board of Trustees.
  
- **Unfinished Business**
  - Kawal window system repairs discussion and action
  - Window replacement discussion and action
  - New Trustee discussion and action
  
- **New Business**
  - Signers on Bank Accounts Resolution discussion and action
  - LIMRiCC Resolution 2023 – Admin Changes Updated tabled for next month
  - LIMRiCC Resolution 2023 – Substantive Changes Updated tabled for next month
  - Kamm Library Insurance Program Renewal Proposal Discussion and Action
  - Employee Handbook Revision/Discussion and action
  
- **Items for Next Agenda**
  - LIMRiCC Resolution 2023 – Admin Changes Updated tabled for next month
  - LIMRiCC Resolution 2023 – Substantive Changes Updated tabled for next month
  - Employee Handbook Revision 2<sup>nd</sup> Discussion
  - Request Jeff Bishop from CDK Accounting to present Financials at next Board meeting
  - Bridgeview Newly Appointed Library Trustee Sworn In by Clear John Altar

**2023 -108** Motion by Trustee Lamnatos and seconded by Trustee Martinez to select Anna Ziaja-Castillo to fill the Bridgeview Trustee Library vacancy.  
Upon roll call vote:  
Ayes: 4 Porfirio, Martinez, Lamnatos, and Al Safadi  
Nay:  
Absent: 2 Carben and Vilimek


**2023-109** Motion by Trustee Al Safadi and seconded by Trustee Lamnatos to accept the resolution of former Trustee Lewis to be removed as an authorized signer on all Bridgeview Library Banking Account.  
Upon roll call vote:  
Ayes: 4 Porfirio, Martinez, Lamnatos, and Al Safadi  
Nay:  
Absent: 2 Carben and Vilimek

**2023- 110** Motion by Trustee Safadi and seconded by Trustee Martinez to approve the Kamm Insurance Group proposal in the amount of \$21,564.  
Upon roll call vote:  
Ayes: 4 Porfirio, Martinez, Lamnatos, and Al Safadi  
Nay:  
Absent: 2 Carben and Vilimek

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- 2023- 111** Motion by Trustee Martinez and seconded by Trustee Al Safadi to review the Employee Handbook for the 2<sup>nd</sup> consistent month.  
Upon roll call vote:  
Ayes: 4 Porfirio, Martinez, Lamnatos, and Al Safadi  
Nay:  
Absent: 2 Carben and Vilimek
- 2023-112** Motion by Trustee Lamnatos and seconded by Trustee Al Safadi to accept quote number 10141 from NSS Exteriors in the amount not to exceed \$16,620. Director Sebuck to reach out with final time to NSS Exteriors with a request for discount.  
Upon roll call vote:  
Ayes: 4 Porfirio, Martinez, Lamnatos, and Al Safadi  
Nay:  
Absent: 2 Carben and Vilimek
- 2023- 113** Motion by Trustee Al Safadi to adjourn.  
Upon voice vote with all Trustees ayes and no nays:  
**Motion Carried.**  
Meeting adjourned at 9:22p.m.

Respectfully Submitted,

  
\_\_\_\_\_  
Jalilah N. Ahmad, Recording Secretary

Approved:

10/09/2023

Date:

  
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Alice Porfirio, President

  
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Alice Vilimek, Secretary