

BRIDGEVIEW PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MINUTES OF THE CLOSED SESSION MEETING  
September 12, 2016

ALV  
closed  
5/14/18

President Randy Carben called the meeting to order at 8:38 p.m.

Upon roll call the following Trustees were present: Alice Vilimek, Marwan Al Safadi, Nick Lamnatos, Gary Lewis, Lila Marek, Arlene Jaguszewski and Randy Carben. Also present Acting Director Kinzel, Acting Assistant Director Sebuck and Attorney Katherine Ellis.

Acting Director Kinzel and Acting Assistant Director Sebuck were requested to leave the closed session meeting while employee Kathy Otto addressed the Board regarding issues she has had with the Acting Director which prompted her to quit her job. She has asked the Board to make this situation right and informed the Board she has consulted with a lawyer who has recommended she file a complaint with EEOC. After she left the meeting Attorney Ellis discussed with the Board the process of filing with the EEOC.

The Board discussed the process of evaluations of the employees which needs to take place prior to the end of the year. Attorney Ellis was asked to prepare the evaluation forms to be used at this year's evaluation meetings. At 9:30 p.m. Acting Director Kinzel and Acting Assistant Director Sebuck rejoined the meeting.

Ms. Sebuck questioned the changes to the FSLA which take effect December 1, 2016 and the impact on certain salaried employees. There is only one employee that this change will affect and if that employees does work over 40 hours they will be paid overtime.

Acting Director Kinzel and Acting Assistant Director Sebuck discussed discrepancies with the policy on lunches and breaks and the manner in which lunches and breaks have been handled for the past years. Employees in the past have been able to add their 15 minute morning and afternoon breaks to their half hour lunch giving them an hour away from the library. It was also determined that they are being paid for their lunch. The Board agreed that the policy needs to be written clearer so there is no confusion as to the lunch being paid.

The Board discussed the bid process with the attorney in regards to the replacement item they need for the HVAC is only sold through Carrier.

Motion by Trustee Lewis and seconded by Trustee Lamnatos to adjourn.

Upon voice vote, with all Ayes and no Nays, **Motion Carried.**

The meeting adjourned at **10:10 p.m.**

Respectfully submitted,

Vicki Choate  
Vicki Choate, Recording Secretary

Closed Session  
July 8, 2019  
ALV

APPROVED:

Date  
Randy Carben  
Randy Carben, President

Alice L. Vilimek  
Alice Vilimek, Secretary

Open Session 8/10/2020 ALV  
Closed Session Dec 9, 2019 ALV