

**Stickney-Forest View Public Library District  
General Meeting of the Board of Trustees  
October 23, 2019**

ORIGINAL

The meeting was called to order at 7:00 pm by Board President E. Bartunek. Present at roll call were, Treasurer N. Dzolic, Secretary M. Blatter, Trustee S. Hosek, Trustee J. Lopez and Trustee R. Villanueva. Trustee S. Jahiri was absent from the meeting.

Present from the Library staff were Interim Director L. Shell and meeting stenographer J. Chávez Buchanan. Also present was Tiffany Nelson-Jaworski from Del Galdo Law Group, LLC.

**Secretary's Minutes:**

September 25, 2019 – Regular Board Meeting Minutes: Accepted with no corrections and filed for audit.

Treasurer N. Dzolic motioned to approve the September 25, 2019 Regular Board Meeting Minutes and Trustee R. Villanueva seconded the motion. The minutes were approved by voice vote all in favor.

**Secretary's Report/Correspondence:**

The Library responded via email to a complaint from a patron regarding a book display.

**Financial Report:**

**Treasurer's report (September):** Accepted as presented

**Profit and Loss Report (September):** Accepted as presented

**Transaction List (September):** Accepted as presented

**Warrants:**

**Payroll:** The Board reviewed payroll from 9/16/19-9/29/19: pay date 10/4/19  
Check # 17 Direct Deposits  
Federal Tax EFT # Filed by Paylocity  
IL Tax EFT # Filed by Paylocity  
IMRF: EFT #0541801 Ref. #73279  
Voided Checks – None

**Payroll:** The Board reviewed payroll from 9/30/19-10/13/19: pay date 10/18/19

Check # 17 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: None

Voided Checks – None

- Trustee S. Hosek motioned to pay payroll and Trustee R. Villanueva seconded the motion.

Roll call results were:

- Aye- E. Bartunek, N. Dzolic, M. Blatter, S. Hosek , J. Lopez and R. Villanueva
- Nay- None
- Absent- S. Jahiri
- Abstain- None

**Invoices:** Invoices were reviewed and the invoices presented for payment were:

Checks # LC 13326-13363, 3 EFTS's, 0 Debit/Credit Card Transactions and 1 Petty Cash

Total Amount \$28,971.81

- President E. Bartunek motioned to pay the invoices and Trustee R. Villanueva seconded the motion.

Roll call results were:

- Aye- E. Bartunek, N. Dzolic, M. Blatter, S. Hosek , J. Lopez and R. Villanueva
- Nay- None
- Absent- S. Jahiri
- Abstain- None

### **Director's Report-**

Accepted as presented

### **Trustee Short-Take Video "Library Advocacy":**

The trustees were shown a video on library advocacy.

### **Department Reports:**

Accepted as presented

## **Committee Reports:**

None

ORIGINAL

## **Unfinished Business:**

### **a. Financial Software Upgrade Discussion**

President E. Bartunek motioned to Approve Financial software Upgrade and Trustee R. Villanueva seconded the motion.

Roll call results were:

- Aye- E. Bartunek, N. Dzolic, M. Blatter, S. Hosek and R. Villanueva
- Nay- None
- Absent- S. Jahiri
- Abstain- J. Lopez

### **b. Ethics Policy, Conflict of Interest Policy, and Ethics Statement Discussion (Discussion)**

The Board of Trustee's discussed the Ethics Policy, Conflict of Interest Policy and the Ethics Statement.

## **New Business:**

### **a. Approval of Staff Travel Expense (Approve) (Action)**

Trustee S. Hosek motioned to Approve Staff Travel Expense and Trustee R. Villanueva seconded the motion.

Roll call results were:

- Aye- E. Bartunek, N. Dzolic, M. Blatter, S. Hosek , J. Lopez and R. Villanueva
- Nay- None
- Absent- S. Jahiri
- Abstain- None

### **b. Review Ordinance FY20-04 An Ordinance to Levy and Assess Taxes for the Fiscal Year Beginning July1, 2019 and ending June 30, 2020**

The Board of Trustees discussed the FY20-04 Ordinance to Levy and Assess Taxes for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020.

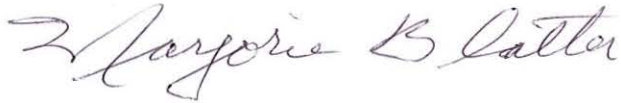
**Comments from the Public:**

A public comment was made on the help a patron received from Interim Director L. Shell. The patron was pleased with the computer help she received.

The board of trustees agreed (4 yes, 2 nays and 1 absent) to change the board meeting time from 7:00 pm to 6:00 pm.

Having no further business the meeting was adjourned at 8:00 pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Marjorie Blatter". The signature is written in black ink and is positioned above the typed name.

Marjorie Blatter, Secretary