

**Stickney-Forest View Public Library District
General Meeting of the Board of Trustees
April 22, 2020**

ORIGINAL

In accordance with Governor Pritzker's COVID-19 Executive Order No.16, this meeting was conducted online using a Zoom video conference.

The meeting was called to order at 6:13 pm by Board President E. Bartunek. Present at roll call were Treasurer N. Dzolic, Secretary M. Blatter, Trustee S. Hosek, S. Jahiri, and R. Villanueva.

Present from the Library staff were Director L. Shell and meeting stenographer J. Chávez Buchanan.

Secretary's Minutes:

Treasurer N. Dzolic motioned to approve the February 26, 2020 Regular Board Meeting Minutes and Trustee S. Jahiri seconded the motion. The minutes were approved by voice vote all in favor. Accepted with no corrections and filed for audit.

Secretary's Report/Correspondence:

The Library responded to a FOIA request regarding security discussions.

Financial Report:

Treasurer's Report (February & March): Accepted as presented

Profit and Loss Report (February & March): Accepted as presented

Transaction List (February & March): Accepted as presented

Warrants:

Payroll: The Board reviewed payroll from 2/17/20-3/1/20: pay date 3/6/20
Check # 17 Direct Deposits
Federal Tax EFT # Filed by Paylocity
IL Tax EFT # Filed by Paylocity
IMRF: EFT #: 1801 Ref. #: 51528
Voided Checks – None

Payroll: The Board reviewed payroll from 3/2/20-3/15/20: pay date 3/20/20
Check # 17 Direct Deposits
Federal Tax EFT # Filed by Paylocity
IL Tax EFT # Filed by Paylocity
IMRF: None
Voided Checks – None

Payroll: The Board reviewed payroll from 3/16/20-3/29/20: pay date 4/3/20
Check # 17 Direct Deposits
Federal Tax EFT # Filed by Paylocity
IL Tax EFT # Filed by Paylocity
IMRF: EFT #: 1801 REF.: 32302
Voided Checks – None

Payroll: The Board reviewed payroll from 3/30/20-4/12/20: pay date 4/17/20
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 Treasurer N. Dzolic seconded the motion.

Roll call results were:

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

Invoices: Invoices were reviewed and the invoices presented for payment were:
Checks # LC 13516-13562, 5 EFTS's, 5 Credit Card Transactions and 0 Petty Cash
Total Amount \$69,327.56

- Treasurer N. Dzolic motioned to pay the invoices and President E. Bartunek seconded the motion.

Roll call results were:

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

Director's Report-

Accepted as presented

Department Reports:

Accepted as presented

Committee Reports:

None

Unfinished Business:

- a. Ethics Policy, Conflict of Interest Policy, and Ethics Statement Discussion

The Ethics Policy, Conflict of Interest Policy, and Ethics Statement were tabled for a later date.

New Business:

- a. **Approval of Resolution FY20-05 Authorizing the Payment of Certain Routine and Recurring Expenses**

President E. Bartunek motioned to approve FY20-05 Authorizing the Payment of Certain Routine and Recurring Expenses and Trustee S. Jahiri seconded the motion.

Roll call results were:

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

- b. **Discussion of tentative re-opening plan for after pandemic shelter in place**

The Board of Trustees discussed the tentative re-opening plan for after the pandemic shelter in place.

- c. **Discussion on employee vacation for FY20**

The Board of Trustees discussed extending the employees FY20 vacation. The board requested additional information before making a decision.

- d. **Discussion of draft FY21 operational budget**

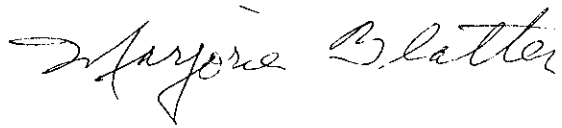
The Board of Trustees discussed the operational budget for FY21.

Comments for the Public:

None

Having no further business the meeting was adjourned at 7:36 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