

**Stickney-Forest View Public Library District
General Meeting of the Board of Trustees
June 24, 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 6:15pm by Board President E. Bartunek. Present at roll call were Treasurer N. Dzolic, Secretary M. Blatter, Trustee S. Hosek and Trustee R. Villanueva. Trustee S. Jahiri connected at 6:38pm.

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 May 20, 2020 Regular Board Meeting Minutes and President E. Bartunek seconded the motion. The minutes were approved by voice vote all in favor and file for audit.

Secretary's Report/Correspondence:

The Library received an e-mail from the Cook County Board of Review regarding appealed taxes.

Financial Report:

Treasurer's Report (May): Accepted as presented

Profit and Loss Report (May): Accepted as presented

Transaction List (May): Accepted as presented

Check Summary (May): Accepted as presented

Warrants:

Payroll: The Board reviewed payroll from 5/11/20-5/24/20: pay date 5/29/20

Check # 17 Direct Deposits

Federal Tax EFT # Filed by Paylocity

IL Tax EFT # Filed by Paylocity

IMRF: EFT #: 1801 Ref. #: 11380

Voided Checks – None

Payroll: The Board reviewed payroll from 5/25/20-6/7/20: pay date 6/12/20
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 13580-13612, 4 EFTS's, 7 Credit Card Transactions and 0 Petty Cash
Total Amount \$31,798.69

- Treasurer N. Dzolic motioned to pay the invoices 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

Director's Report-

On June 8, 2020 the Library the Library offered curbside pickup. On July 6, 2020 the Library will be open to the public on a limited basis.

Department Reports:

Accepted as presented

Committee Reports:

None

Unfinished Business:

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

Secretary M. Blatter motion to approve the Ethics Policy and Trustee S. Hosek seconded the motion.

Secretary M. Blatter motion to approve the Conflict of Interest Policy 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 draft FY21 Operational Budget

The board discussed the FY21 Operating Budget.

New Business:

a. Staff Travel Expenditures per Resolution FY20-21

Trustee S. Hosek motioned to approve the Staff Travel Expenditures per Resolution FY21-21 and Trustee R. Villanueva 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. Sikich LLP Audit Engagement Letter

Trustee S. Hosek motioned to approve the Sikich LLP Audit Engagement Letter 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

c. Public Facial Covering Policy

Treasurer N. Dzolic motioned to approve the Public Facial Covering Policy 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

d. Fraud Prevention Policy Revision

The board tabled the Fraud Prevention Policy Revision.

e. November 3, 2020, election day now a State holiday known as 2020 General Election Day Holiday

The board discussed the November 3, 2020, Election Day now a state holiday known as 2020 General Election Day Holiday.

f. Discussion of Board Vacancy

The board discussed the Board vacancy and will interview potential candidates at the August meeting.

Comments for the Public:

None

Having no further business the meeting was adjourned at 7:39 pm.

Respectfully Submitted,



Marjorie Blatter, Secretary