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## Board of Trustees Meeting Minutes

October 10th, 2023

7:00 PM

1. Call to Order: The meeting was called to order at 7:00pm by Bahira Karim.
2. Roll Call: Bahira Karim, Carol Looby, Paul Kaczor, Wendy McCarthy, Rachel Berlinski and Jane McCarthy. Also present were Library Director Rachel Snyder, Head of Adult Services Bob Gerth, Head of Youth Services Bonnie Pawlarczyk, Youth Services Assistant Bonnie Cosentino, Kelly Zabinski of Zabinski Consulting Services, Darren Schretter of Studio GC and Dan Eallonardo from Independent Construction Services, Inc..
3. Pledge of Allegiance
4. Appointment of new board member
  - a. A motion was made by Paul Kaczor and seconded by Wendy McCarthy to appoint Jane McCarthy to the Board of Trustees who will serve until April 2025.

Yes: Bahira Karim, Carol Looby, Paul Kaczor, Wendy McCarthy, and Rachel Berlinski.

No: None.

5. Administration of the oath of office for new board member
  - a. Board President Bahira Karim administered the oath of office to Jane McCarthy.
6. Presentation by Kelly Zabinski, CPA, of Zabinski Consulting Services
  - a. Ms. Zabinski talked through the memo she had prepared for the board on financial options for paying for building projects and the financial stability of the library moving forward.
7. Progress report from Darren Schretter of Studio GC
  - a. Mr. Schretter talked about the roof and short-term measures to buy the library time for a full replacement and how all the projects could be broken down as the library has money to pay for them.
8. A motion to Establish a Consent Agenda was made by Bahira Karim and seconded by Rachel Berlinski.
  - a. Approve minutes from August 8<sup>th</sup> Board Meeting
  - b. Approve minutes from August 8<sup>th</sup> Budget and Appropriations Hearing
  - c. Approve payment of monthly bills – August & September
  - d. Approve Treasurer's Report – August & September
9. A motion to Approve Consent Agenda was made by Wendy McCarthy and seconded by Carol Looby.

Yes: Bahira Karim, Carol Looby, Paul Kaczor, Wendy McCarthy, Rachel Berlinski, and Jane McCarthy.

No: None.

10. Public Comment: *members of the public are invited to speak to the Library Board. Comments are to be limited to three minutes or less per attendee.*

a. None

11. Communications

a. None

12. Director's Report

a. A full Director's Report was included in the Board packet but some highlights include the water/mold issue we are having in the staff area; Library Card Signup Month party and promotion; the weeding and updating of the library collections; the details of the IMRF resolutions; and the completion and submission of the IPLAR.

13. Committee Reports

a. Building & Grounds

i. Trustees Berlinski and Kaczor spoke about the discussion had at the committee meeting and that the current focus is solving the water and mold issue in the employee area.

14. Unfinished Business

a. Discussion: Facilities Assessment

i. Discussion ensued on the state of the building and next steps.

15. New Business

a. Discussion: Roofing Repair Proposal

i. The proposal from Adler Roofing was discussed and Director Snyder asked for time to go out for other proposals in comparison.

b. Action: A motion was made by Bahira Karim and seconded by Rachel Berlinski to give Director Snyder the ability to approve the chosen roofing contractor and project costing up to \$24,000.

Yes: Bahira Karim, Carol Looby, Paul Kaczor, Wendy McCarthy, Rachel Berlinski, and Jane McCarthy.

No: None.

c. Discussion: LIMRICC IGA Updates

d. Action: A motion was made by Carol Looby and seconded by Paul Kaczor to approve the LIMRICC IGA Administrative Resolution.

Yes: Bahira Karim, Carol Looby, Paul Kaczor, Wendy McCarthy, Rachel Berlinski, and Jane McCarthy.

No: None.

e. Action: A motion was made by Bahira Karim and seconded by Jane McCarthy to approve the LIMRICC IGA Substantive Resolution.

Yes: Bahira Karim, Carol Looby, Paul Kaczor, Wendy McCarthy, Rachel Berlinski, and Jane McCarthy.

No: None.

f. Discussion: IMRF Resolution 2023-1

g. Action: A motion was made to approve IMRF Resolution 2023-1 by Wendy McCarthy and seconded by Rachel Berlinski

- h. Discussion: Director Snyder is working with Kelly Zabinski on an 8% tax levy for approval at the November board meeting.
- i. Action: A motion was made to approve a Tentative 8% Tax Levy by Wendy McCarthy and seconded by Bahira Karim.

Yes: Bahira Karim, Carol Looby, Paul Kaczor, Wendy McCarthy, Rachel Berlinski, and Jane McCarthy.

No: None.

- j. Executive Session

- i. None

- 16. A motion was made to adjourn the meeting at 8:20pm by Wendy McCarthy and seconded by Bahira Karim.

*For further information regarding this meeting agenda, please contact: Rachel Snyder, [rsnyder@worthlibrary.com](mailto:rsnyder@worthlibrary.com).*

*Any individual requiring special accommodations to attend this meeting is asked to contact Director, Rachel Snyder at [rsnyder@worthlibrary.com](mailto:rsnyder@worthlibrary.com) or call (708) 448-2855 ext 7.*