

**MINUTES OF ITASCA COMMUNITY LIBRARY  
BOARD OF TRUSTEES  
500 W. Irving Park Road  
Itasca, Illinois  
July 18, 2023**

**ROLL CALL**

President Laughlin called the regular meeting of the Board of Trustees of the Itasca Community Library to order at 7:00 p.m.

**Present:**

President, Sharon Laughlin, Vice President, Anja Tranter, Treasurer, Michael Golden  
Members: Paul Nelson, Patricia Schumacher

**Also Present:** Ridgeway Burns, Library Director, Gail Herff, Business Manager

**Absent:** Secretary, Anne Boehne

**PUBLIC COMMENT:** None

President Laughlin appointed Mrs. Schumacher as Secretary Pro Tem.

**SECRETARY'S REPORT**

**1. Approval of the Minutes from Tuesday, June 20, 2023**

Mr. Golden made and Mr. Nelson seconded a motion to approve the minutes from the Tuesday, June 20, 2023, meeting, as presented.

The motion carried on the following:

<b>Voice Vote:</b>	<b>Ayes: 5</b>	<b>Nays: 0</b>	<b>Motion Passed</b>
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**FINANCIAL REPORT**

**1. Approval of Bills Payable**

Mr. Golden made and Mr. Nelson seconded a motion to approve the Bills Payable in the amount of \$61,269.13.

We received a check from the Village for Replacement Tax in the amount of \$45,812.60.

The motion carried on the following:

<b>Roll Call Vote:</b>	<b>Ayes: 5</b>	<b>Nays: 0</b>	<b>Motion Passed</b>
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**Mrs. Anne Boehne** (absent)

**Mr. Michael Golden**

**Mrs. Sharon Laughlin**

**Mr. Paul Nelson**

**Mrs. Patricia Schumacher**

**Mrs. Anja Tranter**

### **Treasurer's Report:**

None

### **President's Report:**

- Mrs. Laughlin brought pictures from a Valentine's Tea from the late 80's. She received them from a friend and wondered what we should do with them. Ridgeway will give the pictures to Krista Kosar.
- Mrs. Laughlin inquired about a patron suggestion box. We have one by the front door and it is checked monthly. The comments are included in the director's report.
- Mrs. Laughlin came into the library first thing in the morning, and staff were at the service desks and ready to take care of patrons. She was very impressed!
- Mrs. Laughlin attended the watercolor program with her daughter-in-law. Emily Anderson provided a very nice introduction. It was lots of fun and she wished it would have lasted longer.
- Mr. Golden attended the Tale of Two Chicago's program and said it was very well done!

### **Library Director's Report:**

- We seem to be fully up and running, and back to pre-ransomware service levels. It took TBS 3 months to renew our services, which was very frustrating.
- We have extended offers to fill the open Adult and Patrons Services positions.
- We've experienced some parking issues this summer. The lot has been full several times during the day. The attorney supports towing when we have illegal parking. We'll try to work this out with the park district, and only use towing as a last resort. Mr. Golden is concerned about upsetting patrons and subjecting staff to those interactions. Ridgeway will find out if the police would issue a citation to patrons that are illegally parked in the lot. The park district has had a staff member monitoring parking during swim meets and it seems to have helped. Hopefully they will continue this practice.
- We are working on getting updated snow removal proposals and should have them for the August meeting.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Mr. Nelson made and Mr. Golden seconded a motion to approve the Executive Session minutes for February 21, 2023, March 21, 2023, and April 18, 2023.

The motion carried on the following:

**Voice Vote:**

**Ayes: 5**

**Nays: 0**

**Motion Passed**

Mrs. Tranter made and Mr. Golden seconded a motion to approve the making public of all Executive Session Minutes that have previously been confidential except July 16, 2019, August 20, 2019, September 17, 2019, January 21, 2020, March 17, 2020, August 18, 2020, November 16, 2021, December 21, 2021, May 17, 2022, September 20, 2022, October 18, 2022, December 20, 2022, February 21, 2023, March 21, 2023, April 18, 2023.

The motion carried on the following:

**Voice Vote:                   Ayes: 5                                 Nays: 0                                 Motion Passed**

Mrs. Tranter made and Mr. Golden seconded a motion to approve the destruction of the verbatim recordings for the following Executive Session meetings: March 21, 2006, July 22, 2021, July 26, 2021, July 29, 2021, August 4, 2021, August 9, 2021, August 11, 2021, August 16, 2021, August 19, 2021, August 30, 2021, November 16, 2021, and December 21, 2021.

The motion carried on the following:

**Voice Vote:                   Ayes: 5                                 Nays: 0                                 Motion Passed**

Mr. Golden made and Mrs. Schumacher seconded a motion to approve the Reimbursement Requests for Ridgeway Burns for \$20.77 and Carrie Straka for \$28.25.

The motion carried on the following:

**Voice Vote:                   Ayes: 5                                 Nays: 0                                 Motion Passed**

Mr. Golden made and Mrs. Schumacher seconded a motion to approve the Proposal for Accounting Services from Lauterbach & Amen.

The motion carried on the following:

**Voice Vote:                   Ayes: 5                                 Nays: 0                                 Motion Passed**

Mr. Golden made and Mrs. Tranter seconded a motion to approve the Proposal for Seal Coating Services in the amount of \$2,165.00.

The motion carried on the following:

**Voice Vote:                   Ayes: 5                                 Nays: 0                                 Motion Passed**

Mr. Golden made and Mrs. Tranter seconded a motion to approve the Snow Removal Proposal.

After some discussion, Mr. Golden moved and Mrs. Tranter seconded a motion to table the Snow Removal Proposal decision until the next board meeting.

The motion carried on the following:

**Voice Vote:                   Ayes: 5                                 Nays: 0                                 Motion Passed**

Mr. Nelson and Mrs. Tranter seconded a motion to Approve the Resolution Declaring a Vacancy and Appointing a Library Trustee.

The motion carried on the following:

**Voice Vote:                   Ayes: 5                                 Nays: 0                                 Motion Passed**

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

With no further business before the Board, Mr. Golden made and Mr. Nelson seconded a motion to adjourn.

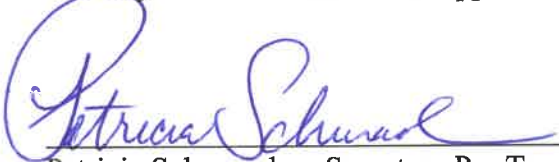
The motion carried on the following:

**Voice Vote:                      Ayes: 5                                      Nays: 0                                      Motion Passed**

The meeting was adjourned at 7:33 p.m.

Minutes were written by Gail Herff.

I hereby note these minutes as approved.

  
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Patricia Schumacher, Secretary Pro Tem

8/15/2023  
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Date