

Release
1/14/21 ARV

BRIDGEVIEW PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF CLOSED SESSION
February 13, 2017

ARV
closed
5/14/18

President Carben called the meeting to order at 8:05 p.m.

Upon roll call the following Trustees were present: Nick Lamnatos, Marwan Al Safadi, Alice Vilimek, Randy Carben, Lila Marek and Gary Lewis. Trustee Arlene Jaguszewski was absent. Also present Acting Director Kinzel, Acting Assistant Director Sebuck and Attorney Katherine Ellis.

President Carben opened discussion regarding the difficulties that would arise granting the use of the library for Diaspora Togo. There is not enough parking to accommodate the number of attendees and the request for security raised questions regarding our patrons and the children that frequent the library. The issue of construction going on at the library at this time was also an issue.

Acting Director Kinzel discussed the settlement from Workman's Comp regarding Juan. The settlement was for \$10,000.

Trustee Lewis discussed placing a call to Arlene's daughter in regards to Arlene's retirement. Arlene has retired to another state and therefore a new library Trustee would be necessary to fulfil the 7 member board. He discussed presenting a Proclamation from the Library, Village of Bridgeview and Senate for her numerous years of service.

The issue of meal breaks for employees was brought up by Acting Assistant Director Sebuck. There are employees questioning the meal breaks for a 6 hour shift. Attorney Ellis stated that the employee handbook is clear on the clarification of a six hour shift and meal breaks.

President Carben requested that Ms. Kinzel and Ms. Sebuck leave the closed session meeting.

Trustee Lewis opened discussion regarding the Acting Director's position and the Acting Assistant Director's positions. If these positions are going to change discussion of salaries need to be discussed and decisions need to be made prior to finalizing the budget.

The Board discussed issues that have arisen within the library with the current administrative staff. A discussion regarding offering Chris Sebuck the Acting Director's position and offering Lori Kinzel to stay in her Circulation position and adding Manager of Building and Grounds. Due to the change of positions and responsibilities it was discussed that Lori's salary be decreased and Chris's salary increased per a stipend at the end of the year.

The salaries of other staff members was discussed in regards to the line items of the budget.

President Carben reviewed the issue of the 2 employees that were fired prior to Christmas due to the absence of a Trustee during this issue. The hours of operations of the library and staff hours were also discussed.

closed session
5/10/2020
ARV

closed session
Dec 9, 2019
ARV

closed session
July 8, 2019
ARV

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The Board discussed the need of cross training within the library staff. The need of having administrative staff available when the library is open and if the Director is not available a trained staff member would be assigned by the Acting Director.

The salaries of Chris Sebuck and Lori Kinzel were discussed. The required hours of Guy and what his shift should be including being at the library during more hours when the library is open instead of early before the library opens and leaving earlier in the day when the library is still open and having programs.

The Board discussed the need for a Special Meeting on Monday, March 20, 2017 at 7:00 p.m.

Motion by Trustee Al Safadi and seconded by Trustee Lewis to adjourn.
Upon voice vote with all ayes and no nays, **Motion Carried.**

The meeting adjourned at **9:20 p.m.**


Respectfully submitted,



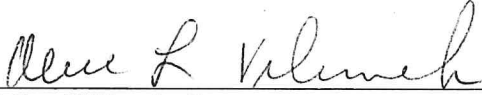
Vicki Choate, Recording Secretary

APPROVED:

3-13-17
Date



~~Randy Carben~~, President
NICLAMINATOS



Alice Vilimek, Secretary