



MINUTES OF THE REGULAR MEETING OF THE LIBRARY BOARD OF TRUSTEES  
OF THE CICERO PUBLIC LIBRARY HELD AT THE  
CICERO PUBLIC LIBRARY ON  
MONDAY, MAY 13, 2024  
5:00 P.M.

President Ismael Vargas called the meeting to order at 5:06 p.m.

**Roll Call**

Secretary Mary Hernandez called roll. The following Trustees were present: President Ismael Vargas, Vice-President Anthony Grazzini, Trustees Rosemarie Esposito, Alfonso Vega, Rosalba Raygoza and Secretary Mary Hernandez. Absent: Trustee Mario Castaneda. Also present were Library Director Sandra Tomschin, Library Board Attorney Matt Byrne and Recording Secretary Maria Salinas.

The Pledge of Allegiance was recited.

**Minutes**

Trustee Vega made a motion to accept and place on file the April 8, 2024 Regular Meeting Open Session Minutes as presented. Vice-President Grazzini seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Vega, Raygoza and Secretary Hernandez. Nays: None. Absent: Trustee Castaneda. Motion carried.

**Bills**

Trustee Castaneda arrived at 5:09 p.m.

Vice-President Grazzini made a motion to pay the May 2024 bills as presented and place on file. Trustee Vega seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.

**Salaries**

Trustee Esposito made a motion to pay the April 2024 salaries as presented and place on file. Secretary Hernandez seconded the motion. Roll call: All Trustees present



voting aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.

### **Administrative Director's Report**

Library Director Sandra Tomschin reported the following updates.

#### Community Development Block Grant and Construction

The construction for the Maker's Space Project was 98% nearing completion and will begin with the punch list items. The plans are underway for the ribbon cutting ceremony and will contact the Trustees to select the date and time for this event. She encouraged the Trustees to view the progress since the last meeting.

#### Administrative

- New employees have started and are quickly learning the process.
- The computers in the Computer Lab are being upgraded. In the process of waiting for the iMac to be installed. A photo opportunity will be planned for the Trustees to promote the new computers. The existing computers are being installed in the Youth Services Department.

#### Programs

There were several successful programs and outreach events since the last meeting as noted below.

- Week of the Young Child
  - Royal Tea Party (thanked Secretary Hernandez and Trustee Esposito for attending and assisting with the event).
  - In person story time.
  - Loteria
- Day of the Young Child Event at Unity Junior High School
- Expansion of Legos table
- Purchased and installation of some autism sensory products.
- Addition of Thomas the Train set donated by Vice-President Grazzini
- Another successful cupcake decoration class.
- Tree Planting Workshop (thanked District 99 for the tree donations) and Mother's Day planter project, which was successfully attended by 10 adults and 14 children.



The Summer Reading Program will be promoted this year by hosting a kick-off party. More details will follow. The plans are also underway for the pet parade and ice cream social events.

Library Director Tomschin asked if they had any questions.

Vice-President Grazzini noted he liked the idea of creating space for all children with disabilities in the Youth Services Department. He liked that there was a place for the young children to play enhance their development.

President Vargas asked Library Director Tomschin about her certification.

Library Director Tomschin responded that she has completed both Director's University 101 and 102. She also completed her annual FOIA Officer Training.

Trustee Esposito also asked if the new play area can be exhibited on social media to exhibit all the good things happening at the library. Library Director Tomschin also noted that she is training staff on social media postings and said they are creating flyers to promote all library events to the community. Vice-President Grazzini asked to share the flyer with the District 99 so it can be posted on their social media platforms.

Trustee Esposito made a motion to accept the Library Director's Report as presented and place on file. Trustee Castaneda seconded the motion. Roll call: All Trustees present aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.

### **Department Reports**

Vice-President Grazzini made a motion to accept the reports for the Circulation Department for the month of April 2024 as presented and place on file. Secretary Hernandez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.

Trustee Castaneda made a motion to accept the reports for the Technical Services Department for the month of April 2024 as presented and place on file. Trustee Vega seconded the motion. Roll call: All Trustees present voting aye: President Vargas,



Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.

Secretary Hernandez made a motion to accept the reports for the Reference Department for the month of April 2024 as presented and place on file. Vice-President Grazzini seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.

Trustee Esposito made a motion to accept the reports for the Youth Services Department for the month of April 2024 as presented and place on file. Trustee Castaneda seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.

### **Correspondence**

- A card from Irene Wodeski thanking Library Director Tomschin for the items from an event. Apologized for the last-minute request, but was very much appreciated.
- The Town of Cicero Department of Housing planned an event in the library for assisting individuals experiencing or experienced homelessness.

Vice-President Grazzini highlighted the Department of Housing event and noted how important it was to help the community with this type of outreach.

- An email from Maria Guzman thanking Library Director Tomschin for hosting the cutest Royal Tea Party and for all the amazing improvements that have been made. She thanked her and her staff for this event that was a big hit. Her family enjoyed it so much and were still talking about it. She also noted that Library Director Tomschin was making a huge difference and was thankful she was there leading the library and can't wait to see what's ahead.
- President Vargas shared information from the LEAD organization for trainings offered to Library Trustees.

Trustee Vega made a motion to accept the correspondence as presented and place on file. Trustee Castaneda seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.



## **Unfinished Business**

Library Attorney Matt Byrne disseminated a draft of a proposed policy for public comment for their review. He asked them to email him for any proposed changes and noted it was anticipated for approval at the next meeting.

There was a discussion about issues accessing the library's email. If the issues continued, they would contact the IT Department.

## **New Business**

### **Approval of Partnership Agreement between the Cicero Public Library and the Children's Center of Cicero/Berwyn regarding planning and service delivery**

Vice-President Grazzini made a motion to approve the Partnership Agreement between the Cicero Public Library and the Children's Center of Cicero/Berwyn regarding planning and service delivery. Trustee Raygoza seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.

### **Room Rental and Fee Waiver Request from All Our Kids Network/Youth Crossroads to host workshops for the community and partner agencies on June 3 and 5, 2024.**

Vice-President Grazzini made a motion to approve the Room Rental and Fee Waiver Request from All Our Kids Network/Youth Crossroads to host workshops for the community and partner agencies on June 3 and 5, 2024. Secretary Hernandez seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.

## **Public Comments**

There was a guest in the audience who thanked them and said they were doing great.

## **Adjourn into Executive Session**

Secretary Hernandez made a motion to adjourn into Executive Session at 5:28 p.m. Trustee Castaneda seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.



The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee that is subject to the Local Government Wage Increase Transparency Act may not be closed and must be open to the public. 5 ILCS 120/2 C (1).

### **Reconvened to Open Session**

Secretary Hernandez made a motion to reconvene to Open Session at 5:54 p.m. Trustee Vega seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.

### **Informational Item**

President Vargas announced that the next regularly scheduled Board Meeting would be held on Monday, June 10, 2024 at 5:00 p.m. at the Cicero Public Library.

### **Adjourn Meeting**

Trustee Esposito made a motion to adjourn the meeting at 5:56 p.m. Trustee Castaneda seconded the motion. Roll call: All Trustees present voting aye: President Vargas, Vice-President Grazzini, Trustees Esposito, Castaneda, Vega, Raygoza and Secretary Hernandez. Nays: None. Motion carried.

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Secretary