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BRIDGEVIEW PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
September 14, 2026

President Marwan Al Safadi called the meeting to order at 7:03 p.m.

Upon roll call the following Trustees were present: Alice Porfirio, Alice Vilimek, Anna Ziaja-Castillo, Nick Lamnatos, Marwan Al Safadi, Betty Martinez and Anthony Roeback

Absent: All Present
Attendees: Director Chris Sebuck, Assistant Director Kathryn Blessman & Attorney Safaa Zarzour

President Marwan Al Safadi led the Board and audience in the Pledge of Allegiance.

2026–036 Motion by Trustee Castillo and seconded by Trustee Vilimek approve the agenda.
Upon roll call vote:
Ayes: 7 Porfirio, Vilimek, Martinez, Castillo, Al Safadi, Lamnatos and Roeback
Nay: 0
Absent: 0 All Present
Motion Carried

Financial Report and Annual Audit Presented by: Jeff Bishop – CDK Accounting
The Board received an overview of the annual audit, current financial position, and proposed 2027 budget.
Key Highlights:

- The annual audit was completed with no discrepancies or significant internal control concerns reported.
- The library recorded a 2025 deficit of $253,497, primarily attributable to building construction and repair expenses.
- The 2026 year-to-date deficit was approximately $167,000, prior to recognition of anticipated property tax revenue.
- Approximately $600,000 in property tax revenue was expected to be recognized in September.
- Cash flow remains a concern due to delayed Cook County property tax distributions and ongoing building expenses.
- The library maintains a certificate of deposit estimated at approximately $406,000, earning approximately 4% interest and maturing December 7, 2026.

2027 Budget Discussion:

- Approximately $268,000 in existing fund balance may be needed to balance the proposed budget.
- The previously designated building maintenance reserve is expected to be depleted.
- The Board discussed future property tax levy considerations following the retirement of the bonds.

Financial Consultant Transition:
Jeff informed the Board of his intention to begin transitioning toward retirement in mid-2027.
A gradual transition was discussed, including training in replacement and evaluating whether accounting services should remain coordinated through the Village or be contracted externally.
No final decision was made.

2026–037 Motion made by Trustee Martinez and seconded by Trustee Porfirio approve Open Session minutes for August 10, 2026.

Upon roll call vote:
Ayes: 7 Porfirio, Vilimek, Martinez, Castillo, Al Safadi, Lamnatos and Roeback
Nay: 0
Absent: 0 All Present
Motion Carried

2026–038 Motion made by Trustee Martinez, and seconded by Trustee Vilimek to approve the three consents

Agenda Items as Listed:

a. Approval of Treasurer's Report – August 2026
b. Prepaid Bills in the Amount of $46,258.08
c. Bills in the Amount of $67,724.56

Upon roll call vote:
Ayes: 7 Porfirio, Vilimek, Martinez, Castillo, Al Safadi, Lamnatos and Roeback
Nay: 0
Absent: 0 All Present
Motion Carried

- **Directors Report:**
  - Director Sebuck provided updated on continued building repairs and flood-related expenses remain significant financial concerns
  - Director provided S&K Construction Invoices, Trustees requested greater transparency and itemization of construction invoices including clearer breakdowns of labor, materials, and associated costs, description of all services.
  - Follow-up discussion on exterior drainage improvements was discussed to reduce future flooding.
  - Follow-up with Village Public Works was requested regarding the anticipated drainage work.
  - President Al Safadi advised, Village Public Works will stop by Wednesday, September 16 to access the anticipated drainage job.
- **Attorney Report:**
  - No report
- **Committee Report**
  - Finance – The committee will meet on October 19th prior to Board of Trustee meeting.
  - Policy/By-Laws – The proposed Jury Duty Policy was presented as follows: Employees of the Bridgeview Public Library who are not exempt from jury service shall be given time off from their regular employment with the Bridgeview Public Library for jury duty. Employees who are summoned for jury service and who respond and appear at the designated location for such service shall receive their regular compensation as employees of the Library of Bridgeview.

    Employees should follow department procedure in notifying supervisors regarding upcoming jury duty. (2nd reading, September 14th by Trustees Martinez)

2026–039 Motion made by Trustee Castillo and seconded by Trustee Lamnatos to permanently reschedule the October Board Of Trustees meeting to the third week of October each year to avoid scheduling conflicts with observance of Columbus day and Indigenous People's Day.

Upon roll call vote:
Ayes: 7 Porfirio, Vilimek, Martinez, Castillo, Al Safadi, Lamnatos and Roeback
Nay: 0
Absent: 0 All Present
Motion Carried

- **Unfinished Business Item:**
  - Employee Handbook Jury Duty Policy Update Per Illinois Law Discussion and Action (2nd Reading)
- **New Business:**
  - Kamm Library Insurance Program Renewal Proposal Discussion and Action
  - 2027 Salary Budget Discussion and Action
  - 2027 Committed Funds Discussion and Action
  - 2027 Operating Budget Discussion and Action
- **Items for next Agenda**
  - Budget Committee Discussion

2026–040 Motion made by Trustee Lamnatos and seconded by Trustee Vilimek to accept Kamm Library Insurance Program Renewal as proposed.

Upon roll call vote:
Ayes: 7 Porfirio, Vilimek, Martinez, Castillo, Al Safadi, Lamnatos and Roeback
Nay: 0
Absent: 0 All Present
Motion Carried

2026–041 Motion made by Trustee Lamnatos and seconded by Trustee Al Safadi to adjourn.

Upon voice vote with all Trustees ayes and no nays:
Motion Carried.
Meeting adjourned at 8:11p.m.

Respectfully Submitted,

Jalilah N. Ahmad, Recording Secretary

Approved:

10/19/2026
Date:

Marwan Al Safadi, President

Alice L Vilimek
Alice Vilimek, Secretary