

PARK FOREST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

February 15, 2007

The regular meeting of the Park Forest Public Library Board of Trustees opened at 7:35 p.m.
Those present were:

Park Forest Public Library Board Members: Joan Larsen, Linda Marron, Peg Donohue and Penny Shnay. Fritz Wildermuth arrived at 7:45 p.m. and Gail Graham at 7:50 p.m.

Absent: Dennis McGoldrick.

Park Forest Public Library Staff: Barbara Byrne Osuch, Golam Kibreah, George Manno, Anna Wassenaar and Mary Paleologos.

Olympia Fields Public Library Board Member: Robert Pierce.

Visitors: Cynthia Reed, Village of Park Forest Board Trustee, and Karen Blackful.

APPROVAL OF MINUTES

Trustee Donohue moved approval of the minutes of the Emergency Meeting of January 7, 2007, the regular meeting of January 18, 2007 and the Budget Meeting of January 23, 2007.

Trustee Marron seconded.

Motion carried.

COMMUNICATIONS

No communications were received.

AUDIENCE TO VISITORS

No remarks or comments were made.

FINANCIAL REPORT

It was noted:

- The Library is 58% through the fiscal year.
- The Finance Committee has begun working on the proposed Budget for FY 2007/2008.
- Flood damage costs have exceeded the \$15,000 approved emergency expenditure.

REPORT OF THE BOARD PRESIDENT

President Shnay commended the staff for the manner in which they handled the problems caused by the recent rain and flooding.

REPORT OF THE LIBRARIAN

Ms. Osuch noted:

- The level of fossil fuel discovered during the soil sampling is due to a fuel tank buried under the original building from 1955.
- The Breakfast with State Representative Al Riley was attended by several Park Forest Library staff members, Village Trustees Mae Brandon and Rob McCray, Village Manager Tom Mick, and representatives from Matteson, Crete and Richton Park Public Libraries.
- A request for funding of future renovations from the Library with a letter of support from the Village were sent to elected State Representatives and Senators from the District.
- The Library sent 150 valentines made by Library patrons and staff to the veterans for the holiday.
- Park Forest Poet Laureate Joe Woods was presented with the Studs Terkel Award.
- The circulation and use statistics continue to increase.
- Per patron requests, a typewriter is again available for public use.
- Patron suggestions have been included in the Board packets.

REPORT OF THE COMMITTEES

Personnel: No report.

Library Services and Community Relations: No report.

Building and Grounds: No report.

Technology: No report.

Finance: No report.

Friends: Several staff members attended the recent Friends of the Library meeting. A full report on the flood damage and subsequent cleanup was made. The members voiced their concerns about the storage of book sale items and the status of future sales.

Historical Society: No report.

Olympia Fields: No report.

President Shnay read a letter received from Adrienne Wiegert, former Youth Services Librarian, expressing her appreciation for the assistance and guidance she received from her supervisor, Golam Kibreah. Ms. Wiegert has relocated out of state for family reasons.

SCHEDULED HOLIDAYS

Discussion ensued concerning the request to adopt a holiday schedule consistent with Village of Park Forest staff. The item will be included on the agenda for the March 15, 2007 Board meeting.

BUDGET AMENDMENT FY 2005/2006

Trustee Wildermuth moved approval of the Budget Amendment for FY 2005/2006 Account No. 03-15-00-54-1900 for expenditures of \$3,000 received from the LSTA 2007 State Grant, English for New Americans.

Trustee Donohue seconded.

Motion carried.

STRATEGIC PLANNING COMMITTEE UPDATE

The Executive Summary from the geotechnical report from LFT was distributed to Trustees.

The next meeting of the Strategic Planning Committee will be held on March 13, 2007 at 7:00 p.m.

Discussion ensued concerning the use of the basement until a full evaluation can be completed. Storage of library materials was addressed.

Trustee Marron moved approval that the storage of back issues of newspapers be limited to two weeks and back issues of magazines be kept for six months only.

Trustee Wildermuth seconded.

Motion carried.

Trustee Donohue moved approval that due to the recent water damage to the lower level of the Park Forest Public Library, the lower level will be unavailable for staff or volunteer work space or public programming until environmental and geotechnical test results have been received that identify the specific causes of the water seepage and flooding, and thus allow the Library, in conjunction with the Village of Park Forest, to determine corrective procedures.

Trustee Marron seconded.

Motion carried.

EXECUTIVE SESSION FOR PERSONNEL MATTERS

The Trustees did not adjourn to Executive Session nor did any discussion of personnel matters take place during the regular meeting.

ADJOURNMENT

Trustee Larsen moved to adjourn the regular meeting of the Park Forest Public Library Board of Trustees at 8:50 p.m.

Trustee Graham seconded.

Motion carried.

Gail L. Graham
Library Board of Trustees