

PARK FOREST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
November 17, 2011

The regular meeting of the Park Forest Public Library Board of Trustees opened at 7:37 p.m. Those present were:

Park Forest Public Library Board Members: Penny Shnay, Peg Donohue, Sevena Merchant, Joan Larsen, Fritz Wildermuth, Linda Marron, and Felicia Rangel.

Park Forest Public Library Staff: Barbara Byrne Osuch, Renee Wick-Brink, Mary VanSwol, Sharon O'Leary, and George Manno.

Other visitors: Michael Gans, and Jane Nicoll Stover.

APPROVAL OF MINUTES

The minutes of the regular meeting of October 13, 2011, were approved as presented.

COMMUNICATIONS

Library Director Osuch presented the Trustees with the theme of the Village of Park Forest Tree Lighting Ceremony of "Bringing the outdoors in". She explained that the Youth Services area would be decorated in gingerbread people, and the winter programming.

AUDIENCE TO VISITORS COMMUNICATIONS

There were none.

FINANCIAL REPORT

Trustee Marron asked when the Property Tax would be reflected. It was stated that the tax was due at the beginning of this month, and it was early to have it reported.

Library Director Osuch will ask the Village Finance Director, Mary Dankowski, to present the audit review at the January Board meeting.

REPORT OF THE BOARD PRESIDENT

President Shnay reported recent statement regarding the safety of the mats in the front of the Library. Library Director stated that a flooring company was scheduled to quote on the leveling of the floor.

REPORT OF THE LIBRARIAN

Library Director Osuch gave an update on the library staffing.

Library Director Osuch gave report on ILA Conference that she and Mary VanSwol attended. She explained changes, both current and future, to the Library based on what they learned.

Library Director Osuch reported that the fiscal year 2011 Per Capita Grant of \$24,009.37 has been received.

REPORT OF OLYMPIA FIELDS TRUSTEE

There was none.

REPORT OF THE COMMITTEES

Trustee Rangel reported of a meeting with Joan Larsen, Joan Braden, Felicia Rangel, and Carolyn Johnson. Park Forest Public Library Trustee, Felicia Rangel, and Olympia Fields Public Library Trustee, Carolyn Johnson will be the new Friends of the Library liaisons. They are defining the mission of the Friends of the Library, and searching for a president.

REVERSING THE FLOW OF TRAFFIC IN THE PARKING LOT.

Trustee Wildermuth moved that letters be sent to Park Forest Recreation and Parks Dept, Park Forest Public Works, Park Forest Police and Fire Departments stating that the Library may change the direction of traffic in the Library's parking lot.

Trustee Donohue seconded.

The motion carried

COFFEE SERVICE

The Board discussed serving coffee and baked goods to Library Patrons on a no profit basis. The consensus was that coffee and tea should be served. The decision on baked goods will be deferred until the success of coffee and tea is determined.

CANCELLATION OF THE DECEMBER 15, 2011 PARK FOREST PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

Trustee Wildermuth moved that the December 18, 2011 regular meeting of the Park Forest Public Library Board of Trustees be cancelled,

Trustee Merchant seconded.

The December 18, 2011 regular meeting of the Park Forest Public Library Board of Trustees is cancelled,

OUTDOOR LIGHTING BIDS

The board reviewed and discussed the options of improving the lighting options for the Library exterior.

Trustee Wildermuth moved that the Board accept the bid from Kreykes Electrical Inc. to upgrade the exterior lighting.

Trustee Rangel seconded

Motion carried by a unanimous vote.

PARK FOREST HISTORICAL SOCIETY ARCHIVE STORAGE

Park Forest Historical Society president, Michael Gans, presented a proposal to the Park Forest Public Library Board of Trustees in which the Library would underwrite two thirds of the cost of moving the archives from the PODS to St. Irenaeus Church. The Park Forest Historical Society would manage the move.

Trustee Wildermuth moved that the Park Forest Public Library support the turning over the management of the relocation of the three PODS in **their** entirety to the Park Forest Historical Society, at a cost not to exceed \$5,000.00.

Trustee Rangel second.

Motion carried by a unanimous vote.

Trustee Wildermuth moved that the Park Forest Public Library pay half of the monthly storage amount for the Park Forest Historical Society archives in the amount of \$125.00.

Trustee Donohue seconded.

Motion carried.

ADJOURNMENT

Trustee Marron moved that the meeting be adjourned.

Trustee Merchant seconded.

The meeting was adjourned at 9:27 PM.

Sevena Merchant
Library Board of Trustees