

PARK FOREST PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING

April 18, 2024

The regular meeting of the Park Forest Public Library Board of Trustees opened at 7:30 pm.

**ROLL CALL**

Those present were:

Park Forest Public Library Board Members: Sevena Merchant, Alan Shnay, Katherine Coleman, Lance L. Jefferson, and Alice McBride

Absent: Felicia Rangel and Jessica Rodrigues

Park Forest Public Library Staff: Barbara Osuch, Jennifer Oosterbaan, Mary VanSwol, Allison McCray, and Millie Robles

Also present: Village Trustee John Moore and Beth Brecher

**APPROVAL OF MINUTES**

The minutes of the budget meeting of March 18, 2024, and the regular meeting of March 21, 2024, were approved as submitted.

**COMMUNICATIONS**

Library Director Osuch shared a grant award letter from RAILS to staff members Mary VanSwol and Katherine Goosby. The library will receive \$1,950 for My Library Is...Becoming Dementia Inclusive to support the memory kits and memory café.

Richton Square School sent a thank you for the books donated for their reading promotion.

**AUDIENCE TO VISITORS**

No one addressed the board.

**FINANCIAL REPORT**

Library Director Osuch stated that the financial report was in the packet and that the budget approval would be on the agenda later in the meeting.

**REPORT OF THE BOARD PRESIDENT**

President Merchant reminded the trustees to file their statements of economic interest by May 1, 2024.

### **REPORT OF THE LIBRARIAN**

Library Director Osuch stated that four trustees are registered to attend the ATLAS training for trustee/director relations: Alice McBride, Felicia Rangel, Jessica Rodrigues, and Katherine Coleman. President Merchant will also be attending.

On April 5, Library Director Osuch gave a tour of the library to the Civic Leadership Academy. Staff member Millie Robles showed them the library's digital databases.

On April 6, the library kicked off the Piece of Park Forest program to celebrate local writers and artists. There were poetry readers in each age group including Mayor Woods.

Library Director Osuch announced her retirement effective July 1, 2024. She announced the succession plan for the staff. Mary VanSwol will be serving as Interim Library Director. Library Director Osuch expressed her gratitude for her time with the Park Forest Public Library over the last 20 years and shared a poem that she wrote for the occasion.

President Merchant extended her gratitude to Library Director Osuch for her outstanding service to the library.

### **REPORT OF THE OLYMPIA FIELDS PUBLIC LIBRARY TRUSTEE**

Library Director Osuch had nothing to report from the Olympia Fields Public Library Board.

### **REPORT OF COMMITTEES**

President Merchant stated that all of the trustees are on the finance committee, which met March 18, 2024.

President Merchant asked Trustee McBride to serve on the Bylaws committee.

The Friends committee had no report.

### **BUDGET HEARING: LIBRARY BUDGET FY 2024-2025**

Trustee Jefferson moved that the Board approve the Library Budget for FY 2024-2025 as submitted.

Trustee McBride seconded.

The motion passed by roll call vote: 5 in favor, 0 against, 2 absent, 0 abstentions

### **DISASTER RECOVERY PLAN – 1<sup>ST</sup> READING**

The board reviewed the Disaster Recovery Plan.

## **BYLAWS – 1<sup>ST</sup> READING**

President Merchant said that it was brought to her attention that there was a change regarding trustee vacancies in the Illinois Compiled Statutes. She asked for a motion to approve the bylaws.

Trustee Jefferson moved to approve the Park Forest Public Library Bylaws as submitted.  
Trustee Shnay seconded.  
The motion passed.

## **AFTER-HOURS TEEN PROGRAMS**

Trustee Coleman proposed holding an after-hours middle school dance for homeschoolers at the library from 7:00-9:30 pm.

President Merchant asked about security during the event. Organizers would need to plan on someone to provide security. The Board discussed where the dance could take place in the library. President Merchant asked about the timing. Trustee Coleman stated that she was planning on a date in June. If that does not work, then the dance would move to the fall. President Merchant stated that she would like to hear the thoughts of the Board members who could not make it this evening.

Library Director Osuch passed around a letter of support from staff member Nikki Coleman.

## **ADJOURNMENT**

The meeting adjourned at 7:52 pm.

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Alan Shnay, Board Secretary