

PARK FOREST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

June 15, 2023

The regular meeting of the Park Forest Public Library Board of Trustees opened at 7:31 pm.

ROLL CALL

Those present were:

Park Forest Public Library Board Members: Sevena Merchant, Alan Shnay, Katherine Coleman, Alice McBride, and Jessica Rodrigues

Absent: Felicia Rangel (arrived 7:45 pm) and Lance L. Jefferson

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

Also present: Beth Brecher and Village Trustee John Moore

STAFF PRESENTATION

Youth Engagement Coordinator Nikki Coleman gave a presentation on Juneteenth and summer reading programming.

APPROVAL OF MINUTES

The minutes of the regular meeting of May 18, 2023, were approved as submitted.

COMMUNICATIONS

Library Director Osuch shared an award letter for the FY2023 Per Capita grant from the Secretary of State. The library was awarded a Per Capita grant of \$31,988.33 and an Equalization Aid grant of \$3,299.93.

AUDIENCE TO VISITORS

Village Trustee John Moore introduced himself. He is the new Village Liaison.

FINANCIAL REPORT

Library Director Osuch stated that the financial report was in the packet. Income is ahead of expenditures at present. There are more construction payments that need to be made, but the project is near completion.

REPORT OF THE BOARD PRESIDENT

President Merchant welcomed Village Trustee John Moore. She stated that there would be an in-service in July for the new library trustees.

REPORT OF THE LIBRARIAN

Library Director Osuch stated that she would offer tours of the new space after the meeting. The grand opening of the drive-up window will be July 5. Library Director Osuch thanked Trustee Rangel and her husband for inviting her to talk about the library at an AARP meeting. She welcomed Village Trustee John Moore.

REPORT OF THE OLYMPIA FIELDS PUBLIC LIBRARY TRUSTEE

Library Director Osuch stated that the Olympia Fields Public Library Board elected trustees at their last meeting. Howard Robinson remains president. Dr. Taneen Brinson is the new vice president. Jerry Pierson is Parliamentarian. Sherry Demian remains treasurer, and Elizabeth Hadala is the new secretary.

DISASTER RECOVERY PLAN – 1ST READING

Trustee Shnay moved that the Board approve the Disaster Recovery Plan as submitted. Trustee McBride seconded.

Trustee Shnay asked about the crisis communication section and the sample statements. The sample statements were a recommendation at a continuing education webinar.

Trustee Rangel asked for specific dates for the Upkeep Checklist. The Board discussed the Upkeep Checklist and what is covered under the fire inspection.

Trustee Rodrigues asked about the Disaster Recovery Team list. Library Director Osuch answered that the staff knows the chain of command.

The motion passed with recommended changes.

NON-RESIDENT CARD RESOLUTION

Trustee Rodrigues moved that the Board approve the resolution to participate in the Public Library Non-Resident Services Act for 2023-2024.

Trustee Shnay seconded.

Trustee Rangel asked which patrons would be affected by this resolution. Library Director Osuch answered that this covers patrons who live in unincorporated areas.

The motion passed by roll call vote: 6 in favor, 0 against, 0 abstentions, 1 absent

CANCELLATION OF JULY MEETING

Trustee Rangel moved that the Board cancel the regular meeting scheduled for July 20, 2023.

Trustee McBride seconded.

The motion passed.

ADJOURNMENT

The meeting adjourned at 7:58 pm.