

PARK FOREST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

September 21, 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, and Alice McBride

Absent: Felicia Rangel, Lance L. Jefferson, and Jessica Rodrigues

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

Also present: Beth Brecher

STAFF PRESENTATION

Digital Information Services Coordinator Millie Robles gave a presentation on Information and Digital Services in the library.

APPROVAL OF MINUTES

The minutes of the regular meeting of August 17, 2023, were approved as submitted.

COMMUNICATIONS

Library Director Osuch stated that today is International Peace Day and World Gratitude Day. She gave the trustees some fall decorations to announce Fall Fest coming November 18. The library had a chalk wall painted, and staff member Kaitlyn Keller will decorate it.

Trustee Moore sent his apologies that he cannot attend tonight. He thanked President Merchant and Vice President Rangel for attending the recent Village Board meeting. He wanted to let the trustees know about the grand opening of Somonauk Adventure Park on September 30. Trustee Moore also shared a letter from the mayor to the Historical Society announcing that the Village has a matching grant for the Historical Society, up to \$5,000.

Trustee Rodrigues also sent her apologies that she could not attend the meeting.

AUDIENCE TO VISITORS

No one addressed the board.

FINANCIAL REPORT

Library Director Osuch stated that the October 2022 Olympia Fields payment was not paid. Village Finance Director Mark Pries noticed the missing payment. The Olympia Fields Library Board paid the missing payment.

Trustee McBride asked for a written financial statement regarding the drive-up window project.

Trustee Shnay asked about the Tai Chi payments for the children's program.

REPORT OF THE BOARD PRESIDENT

President Merchant had nothing to report.

REPORT OF THE LIBRARIAN

Library Director Osuch sent information to the trustees about registering for the Illinois Library Association conference. Trustee Rodrigues is attending for the library where she works.

REPORT OF THE OLYMPIA FIELDS PUBLIC LIBRARY TRUSTEE

Library Director Osuch had nothing to report.

EMPLOYEE HANDBOOK AND PERSONNEL POLICY – 2ND READING

Trustee McBride moved that the Board approve the Employee Handbook and Personnel Policy as submitted.

Trustee Shnay seconded.

The motion passed.

LIMRiCC RESOLUTIONS

Trustee McBride moved that the Board approve the LIMRiCC Resolutions as submitted.

Trustee Shnay seconded.

The motion passed.

2023 LEVY REQUEST – 1ST READING

Library Director Osuch stated that some background information is in the packet. The recommendation is to leave the levy where it is at present.

EXECUTIVE SESSION

Trustee Coleman moved to go into executive session.
Trustee Shnay seconded.

At 7:51 pm, the Board adjourned to Executive Session for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees under Section 5 ILCS 120/2(c)(1).

The regular meeting of the Park Forest Public Library Board of Trustees reopened at 8:40 pm.

ROLL CALL

Those present were:

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

Absent: Felicia Rangel, Lance L. Jefferson, and Jessica Rodrigues

Park Forest Public Library Staff: Barbara Osuch, Jennifer Oosterbaan, and Mary VanSwol

Also present: Beth Brecher

LIBRARY DIRECTOR ANNUAL REVIEW

Trustee Shnay moved that the Board approve the agreed upon increase for Library Director Osuch.

Trustee Coleman seconded.

The motion passed.

ADJOURNMENT

The meeting adjourned at 8:40 pm.