

PARK FOREST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

January 17, 2019

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, Beverly Helm, and Keith Supler

Absent: Linda Marron, Felicia Rangel, Sandra Flowers, and Joseph Woods

Park Forest Public Library Staff: Barbara Osuch, George Manno, Jennifer Oosterbaan, Millie Robles, Brittany Coleman, Jasmine Swinea, Nikki Coleman, Katherine Goosby, and Mary VanSwol

STRATEGIC PLANNING UPDATE

Staff members Jasmine Swinea and Nikki Coleman gave an update on strategic planning initiatives. Nikki will be conducting a survey for children, teachers, and parents. Jasmine will be attending Youth Commission meetings. She will also be visiting Rich East High School to give information about the Library and conduct a survey. Nikki, Jasmine, and Brittany will be visiting other libraries to learn about services that other libraries provide. The 7-Up Club will be a club for ages 7 and up. The youth will receive a punch card. Each program is worth a punch, and the patrons can turn in the card for a reward when it is filled.

APPROVAL OF MINUTES

The approval of minutes was deferred because the Board did not have a quorum.

COMMUNICATIONS

Library Director Osuch passed the sharing basket of flyers and reviewed upcoming programs. The next book discussion book for February is *Becoming* by Michelle Obama. Library Director Osuch showed the Board a tally counter that the Library acquired for counting patron interactions.

Library Director Osuch read a holiday card sent by a patron to the Library.

FINANCIAL REPORT

Library Director Osuch noted that Village Finance Director Mark Pries will be at next month's meeting.

REPORT OF THE BOARD PRESIDENT

President Merchant stated that the Library has outstanding programs, and she hopes the trustees will try to attend as many as possible.

REPORT OF THE LIBRARIAN

Library Director Osuch noted that the staff reports were exceptional.

Library Director Osuch talked about fine-free initiatives to remove barriers for patrons. She distributed articles about libraries going fine-free. Shorewood-Troy Library is fine-free for children, and Lansing Public Library has gone completely fine-free.

The Park Forest Public Library is now fine-free for children, and the Library will not charge for printing homework, tax forms, or résumés. Patrons may use computers even if they have fines on their cards.

Library Director Osuch asked the Board to consider becoming completely fine-free. President Merchant asked whether this applies to lost items. Library Director Osuch stated that fines are generated only for late items.

President Merchant asked about the ticket system that the IT staff are now using. Staff member Millie Robles explained how it works.

REFERENCE AND READERS' ADVISORY POLICY

President Merchant talked about the changes to the policy. The new policy encompasses readers' advisory.

LANDSCAPING BIDS 2019

Two companies submitted bids for landscaping, Crete Garden Center and Infinity Lawn and Landscaping. Infinity came in lower at \$5,400 plus \$2,550 for mulch.

President Merchant stated that she was impressed with Brittany's programs for veterans.

EXECUTIVE SESSION

At 8:15 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).