

OLYMPIA FIELDS PUBLIC LIBRARY
Board Meeting Minutes

August 22, 2018

The regular meeting of the Olympia Fields Public Library Board of Trustees was called to order at 6:03 pm.

Trustees present: Diane Pierson, Sherry Demian (left 6:05 pm), Carolyn Johnson, Howard Robinson, and Holly Fingerle

Absent: F. Patrick Kelly

Also present: Library Director Barbara Osuch and Katie Braden

CORRESPONDENCE

President Pierson reported that Trustee Demian had the audited financial reports to distribute to the Trustees. Trustee Demian needed to leave early, but she would return to the meeting to review the reports.

President Pierson presented the Per Capita Grant check in the amount of \$6,235.00 to Trustee Demian for deposit.

APPROVAL OF MINUTES

Trustee Johnson moved to approve the minutes from the June meeting.
Trustee Robinson seconded.
The minutes were approved.

FINANCIAL REPORT

President Pierson reported that the Trustees conducted a self-audit of the financial reports on July 25 at the Park Forest Public Library. She thanked Trustee Johnson for providing brunch and the Library for providing the meeting space and flowers from the Library gardens. The reports will be reviewed when Trustee Demian returns.

BYLAWS

The Trustees conducted a complete reading and review of the Bylaws. The proposed amendments will be discussed and adopted at the September meeting.

COMMUNICATIONS

President Pierson announced that Karen Easter Griffith moved to Missouri and will no longer be working at the Library.

FINANCIAL REPORT

Trustee Demian presented the complete packet of financial reports for review. She thanked President Pierson and Trustees Johnson and Fingerle for their participation with the audit.

Trustee Fingerle moved to accept the financial report.
Trustee Robinson seconded.
The motion passed.

FOCUS GROUP

President Pierson thanked Trustee Johnson for inviting community stakeholders to the upcoming Focus Group meeting on September 23. Trustee Johnson will coordinate food for the event to thank residents for their time and participation.

Trustee Demian moved to approve expenses for the refreshments for the Focus Group not to exceed \$500.
Trustee Robinson seconded.
The motion passed.

Trustee Robinson suggested that a future event be held at an Olympia Fields location.

REPORT OF THE LIBRARIAN

The Trustees discussed attending the Illinois Library Association Trustee Day in Peoria, IL on October 11. Interested Trustees will notify Library Director Osuch by September 10 to register.

Library Director Osuch reported on the upcoming author visit by Olympia Fields First Lady Arlene Burke on September 16. She distributed flyers for upcoming programs and discussed Strategic Planning goals. Trustee Johnson will pick up promotional posters for Arlene Burke's Book Talk to distribute at Olympia Fields Village Hall. Library Director Osuch reported that she looks forward to meeting soon with Trustee Demian to assist with facilitating the Focus Group.

President Pierson thanked Katie Braden for her help in distributing flyers to Village Hall and wished her a Happy Birthday.

ADJOURNMENT

Trustee Johnson moved to adjourn.
Trustee Demian seconded.
Meeting was adjourned at 7:16 pm.