

OLYMPIA FIELDS PUBLIC LIBRARY
Board Meeting Minutes

September 26, 2018

The regular meeting of the Olympia Fields Public Library Board of Trustees was called to order at 6:00 pm.

Trustees present: Diane Pierson, Carolyn Johnson, Howard Robinson, and Holly Fingerle

Absent: F. Patrick Kelly (arrived 6:37 pm) and Sherry Demian (6:03 pm)

Also present: Library Director Barbara Osuch and Katie Braden

APPROVAL OF MINUTES

Trustee Fingerle moved to approve the minutes from the August meeting.

Trustee Robinson seconded.

The minutes were approved.

CORRESPONDENCE

President Pierson shared a letter and promotional materials from Secretary of State Jesse White regarding Family Reading Night on November 15, 2018.

She also received the Equalized Assessed Valuation from Cook County and gave it to Trustee Demian. Library Director Osuch noted that the Library will need this certificate to complete the Per Capita Grant application.

FINANCIAL REPORT

Trustee Demian presented the Financial Report. Library Director Osuch gave her the receipt for the Trustees' registration for the Illinois Library Association Conference for reimbursement.

Trustee Johnson moved to accept the financial report.

Trustee Fingerle seconded.

The motion passed.

FOCUS GROUP

The Trustees were very pleased with the turnout and results of the recent Focus Group. The participants were very engaged and interactive. Library Director Osuch sent Trustee Demian and President Pierson a list of the participants' email addresses, and they were all added to the list to receive the weekly e-newsletter from the Park Forest Public Library.

The Trustees commended Trustee Demian for her excellence in facilitating the session and Trustee Johnson for all her hard work in preparing and presenting a delicious meal for the participants. They thanked Library Director Osuch and staff members Millie Robles and Renee Wick-Brink for all their help

and making the event a success. Trustee Johnson was also commended for recruiting an excellent group of participants.

Trustee Demian will transcribe the notes and feedback gathered from the flip charts for distribution to the Trustees. The Board can then move forward on several suggestions regarding improved communication and programming.

President Pierson noted that Olympia Fields First Lady Arlene Burke was pleased with both the Book Talk that the Library hosted for her on September 23 and the Focus Group, which she participated in.

President Pierson also noted that she would like the Board to recognize Mr. Yuan Liang for his advocacy and support of the Library, and especially for his participation as an annual presenter for the Potpourri of Lecture Series. Mr. Liang also participated in the Focus Group.

President Pierson stated that she would also like to recognize Trustee Kelly for his years of service on the Board and for his life's work as an artist.

REPORT OF THE LIBRARIAN

Library Director Osuch noted how pleased she was with the participation in the Focus Group and the new opportunities to communicate with participants about Library program and initiatives. The group was pleased with the Library tour, welcome packets, and prizes. She shared information on upcoming programs.

BYLAWS

Trustee Johnson moved to approve the Bylaws as amended.
Trustee Robinson seconded.
The motion passed.

CONTRACT PAYMENT

Trustee Johnson moved to approve the second installment of the contract with Park Forest Public Library.
Trustee Kelly seconded.
The motion passed.

COMMUNICATIONS

President Pierson noted that the Trustees would be reimbursed for travel expenses for the upcoming Illinois Library Association Conference in Peoria, IL.

President Pierson thanked Katie Braden for her volunteer services in distributing library flyers to Village Hall and her participation in the Focus Group.

President Pierson shared a certificate that her granddaughter received from her teacher for getting her Park Forest Library card.

ADJOURNMENT

Trustee Kelly moved to adjourn.

Trustee Johnson seconded.

Meeting was adjourned at 7:14 pm.