

PARK FOREST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

October 20, 2022

The regular meeting of the Park Forest Public Library Board of Trustees opened at 7:30 pm.

ROLL CALL

Those present were:

Park Forest Public Library Board Members: Sevena Merchant, Linda Marron, Janis Elmore, Lance L. Jefferson, Alice McBride, and Felicia Rangel

Virtual Attendance: Alan Shnay (attended via Zoom)

Olympia Fields Public Library Trustee: Sherry Demian

Park Forest Public Library Staff: Barbara Osuch, Katherine Goosby, Mary VanSwol, and Millie Robles

Also present: Dan Pohrte

PROJECT UPDATE

Dan Pohrte of Product + Architecture gave an update on the drive-up window project. The new plan reorganizes the staff space in addition to the drive-up window. The new budget projects a cost of \$430,326. Library Director Osuch talked about libraries she and another staff member visited who just added drive-up windows. The window selected is a slider window.

Dan Pohrte stated that if the project is approved tonight, bids would be taken in November, and bids would be opened at the December meeting or a special meeting.

STAFF PRESENTATION

Senior Services Coordinator Katherine Goosby gave a presentation on senior programming.

APPROVAL OF MINUTES

The minutes of the regular meeting of September 15, 2022, were approved as submitted.

COMMUNICATIONS

Library Director Osuch had nothing to share.

AUDIENCE TO VISITORS

No one addressed the Board.

FINANCIAL REPORT

Library Director Osuch stated that the financial report was included in the packet. The library received some more tax money.

REPORT OF THE BOARD PRESIDENT

President Merchant shared that Olympia Fields Public Library President Howard Robinson was in the hospital. The library sent flowers and a care package. He is currently resting at home.

President Merchant stated that she went to the bat show at the library, and she thought it was great. She had a bat who lived on her porch all summer, and the program was very interesting and informative.

REPORT OF THE LIBRARIAN

Library Director Osuch welcomed the newest library assistant, Michiru Carroll. She thanked the libraries of Indian Trails and Glen Ellyn for their help with the drive-up window project.

There is trustee training through RAILS coming up later this month. There are election packets for the trustees whose terms are up in 2023.

Library Director Osuch sent the library staff survey responses to the Board.

REPORT OF THE OLYMPIA FIELDS PUBLIC LIBRARY TRUSTEE

Olympia Fields Public Library Trustee Sherry Demian stated that two of the newest members attended the Illinois Library Association conference. The Olympia Fields Public Library Board meeting is next Wednesday. There will be six openings on their board for the next election.

2022 LEVY REQUEST – 2nd READING

Trustee Marron proposed option 2, which is a reduction of \$350,000. Trustee Rangel agreed. The Board discussed the levy options. Trustee Shnay suggested option 3, which gives the library the option of further reductions in the future. The Board discussed letting the public know about the reduction.

Trustee Marron moved that the Board approve the 2022 Levy request as submitted (option 2). Trustee Rangel seconded.

The motion passed by roll call vote: 7 in favor, 0 against, 0 abstentions, 0 absent

DRIVE-UP WINDOW

The Board discussed the changes to the project.

Trustee Jefferson moved that the Board approve the project proposal.
Trustee Rangel seconded.

The motion passed by roll call vote: 7 in favor, 0 against, 0 abstentions, 0 absent

EARLY CLOSURE

Trustee Jefferson moved that the Board close the library at 5:00 pm on Wednesday, November 23, 2022.
Trustee Elmore seconded.

The motion passed.

LIBRARY HOURS SURVEY RESULTS

President Merchant stated that the patrons are mostly pleased with the hours of the library.
Trustee Rangel stated that many patrons are happy with the hours but may like to have Sunday hours. She enjoyed reading the comments from the staff.

The Board discussed the survey. The Board decided not to make a change at this time.

PER CAPITA GRANT REVIEW

The Board reviewed the per capita grant for 2023.

ADJOURNMENT

The meeting adjourned at 8:41 pm.