

PARK FOREST PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING

October 18, 2018

The regular meeting of the Park Forest Public Library Board of Trustees opened at 7:07 pm.

**ROLL CALL**

Those present were:

Park Forest Public Library Board Members: Sevena Merchant, Linda Marron, and Beverly Helm

Absent were: Felicia Rangel, Sandra Flowers, Keith Supler, and Joseph Woods (arrived 7:10)

Park Forest Public Library Staff: Barbara Osuch, George Manno, Jennifer Oosterbaan, Millie Robles, Renee Wick-Brink, Katherine Goosby, Chinmay Kansara, Briana Sanchez, Allison McCray, and Mary VanSwol

**INTRODUCTION OF NEW STAFF**

Library Director Osuch introduced new staff members Briana Sanchez and Allison McCray.

**STAFF PRESENTATION**

Digital Information Services Coordinator Millie Robles and Digital Information Specialist Chinmay Kansara gave an overview of the new website.

President Merchant stated that she was impressed with the new website. She asked for a direct link to My Account. The staff explained that the way the website is set up, patrons need to go to the catalog page first. President Merchant also mentioned a database link that did not work from home.

Trustee Marron asked for a separate budget account for the website.

**APPROVAL OF MINUTES**

Trustee Helm stated that there was a correction under safety of children in the library. Her amendment should read unattended child, not lost child.

The minutes of the regular meeting of September 20, 2018, were approved as corrected.

**COMMUNICATIONS**

Library Director Osuch announced that the Library honored Yuan Liang at the Potpourri of Lectures. Forty people attended the lecture he gave on Norman Rockwell. She read the resolution that the Library gave him.

Library Director Osuch passed the sharing basket of program flyers.

### **FINANCIAL REPORT**

Library Director Osuch had nothing to note.

Trustee Marron asked about the Computer Supplies account. The Board discussed renaming the account.

### **REPORT OF THE BOARD PRESIDENT**

President Merchant was pleased with the new website.

### **REPORT OF THE LIBRARIAN**

Library Director Osuch had no further report.

### **REPORT OF COMMITTEES**

Olympia Fields: Library Director noted that Olympia Fields Library Board held a focus group for Olympia Fields residents at the Library.

Friends: Trustee Woods discussed possible dates for a meeting with the Friends Board.

### **TAX LEVY 2018**

President Merchant noted that this is the fifth year with no increase in the tax levy.

Trustee Marron moved that the Board approve the levy for 2018 as submitted.

Trustee Woods seconded.

The motion passed by roll call vote, 4 in favor, 3 absent.

### **STRATEGIC PLANNING**

President Merchant read through the plan that the Board and staff created.

Trustee Helm had a correction. Under Goal 1, second objective, teens should be changed to “the youth.”

Trustee Woods moved to adopt the strategic plan as corrected.

Trustee Marron seconded.

The Board discussed the Capital Plan and Technology Plan. They decided that those two things would be separate from the Strategic Plan.

The motion passed with 3 in favor, 1 abstention, and 3 absent.

### **PER CAPITA GRANT FY 19 – TRUSTEE REVIEW**

The Board reviewed the documents.

### **EARLY CLOSURE**

Trustee Marron moved that the Board approve the early closure of the Library on November 21, 2018, at 5:00 pm.

Trustee Woods seconded.

The motion passed.

### **ADJOURNMENT**

The meeting adjourned at 8:10 pm.