

PARK FOREST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

June 18, 2020

The regular meeting of the Park Forest Public Library Board of Trustees opened at 5:36 pm.

ROLL CALL

Those present were:

Park Forest Public Library Board Members: Sevena Merchant, Felicia Rangel, Dannthy Garçon, Janis Elmore, and James Pressler

Absent: Linda Marron

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

APPROVAL OF MINUTES

The minutes of the regular meeting of February 20, 2020, and the budget meeting of May 12, 2020, were approved as submitted.

FINANCIAL REPORT

Library Director Osuch had nothing to note.

REPORT OF THE BOARD PRESIDENT

President Merchant noted the current services of the Library: curbside pickup, crafts-to-go, online courses, and free wi-fi from the Library parking lot.

REPORT OF THE LIBRARIAN

Library Director Osuch stated that curbside pickup is now available to patrons. Thirty families picked up craft-to-go packets. Over twenty families have signed up for the summer reading program.

REPORT OF COMMITTEES

Olympia Fields: The Olympia Fields Library Board will not be meeting again until September.

LIBRARY SECURITY

The Board will discuss security at the next meeting.

PATRON BEHAVIOR POLICY – 2ND READING

The Board will discuss the Patron Behavior Policy at the next meeting.

PARK FOREST HISTORICAL SOCIETY

Trustee Pressler moved that the Board approve the payment of \$1,650 to the Park Forest Historical Society for half the cost of their archives rent.

Trustee Rangel seconded.

The motion passed.

HVAC SYSTEMS

Trustee Pressler moved to approve the installation of a new 18-ton HVAC unit now and a 5-ton HVAC unit in the fall for no more than the quoted prices, \$24,322 and \$8,952, respectively.

Trustee Elmore seconded.

The motion passed.

DRIVE-UP BOOK PICK-UP/RETURN

The Board discussed the possibility of a drive-up book pick-up/return, which would be built on the west side of the building. Library Director Osuch stated that when the Library reopens, she anticipates that some patrons will want to continue the convenience of curbside pickup. When the weather worsens, patrons may want to use a drive-up option. The Board discussed the location of the drive-up window and what other libraries use them.

President Merchant encouraged the Board members to write down their concerns regarding the Library building to begin a contract with the Village.

ADJOURNMENT

The meeting adjourned at 6:17 pm.