

**TINLEY PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
April 24, 2019**

MEMBERS PRESENT

Catherine Hannon, Gina Miller, Laura Hess-Wojcik, Pat Adaranijo, Barbara Rose Whalen

MEMBERS ABSENT

Richard Wolff and Darren Meyers

LIBRARY STAFF PRESENT

Zach Musil, Assistant Administrator
Lynette Williams, Business Office Manager -Benefits
Coordinator

GUEST PRESENT

Emily Leistra, YAC representatives

CALL TO ORDER

The meeting of the Tinley Park Public Library Board of Trustees was called to order at 7:00 p.m.

ROLL CALL

Roll call was taken. Administrator Wolff and Trustee Meyers were absent. Trustee Whalen arrived at 7:21 p.m.

APPROVAL OF MINUTES

Action Item #1 Approval of the March 20, 2019 Minutes

Trustee Adaranijo motioned to approve the regular minutes of the March 20, 2019 Tinley Park Public Library Board of Trustees meeting. Trustee Hess-Wojcik seconded. Ayes: All. Nays: None. Motion carried.

Action Item #2 Approval of the March 20, 2019 Executive Session Minutes

Trustee Miller motioned to approve the March 20, 2019 Executive Session Minutes. Trustee Adaranijo seconded. Ayes: All. Nays: None. Motion carried.

CORRESPONDENCE

Correspondence was noted. Trustee Hess-Wojcik asked why there are two request to the Orland Hills Public Library District. Assistant Administrator Musil stated one request is for payment for the contract and the other is for the Per Capita Grant.

FINANCIAL REPORT

Action Item #1 Approval of the March 2019 Financial Report

The Library Board reviewed the March 2019 Financial Report. Trustee Hess-Wojcik motioned to approve the report as submitted. Trustee Miller seconded. Roll call vote: Ayes: Catherine Hannon, Gina Miller, Laura Hess-Wojcik, Pat Adaranijo. Nays: None. Motion carried.

Action Item #2 Approval of Bills List

Trustee Miller questioned if there is a new bookmobile schedule. Assistant Administrator shared a mailing was sent out to card holders and non-card holders with the new bookmobile schedule. It was also shared that the schedule is available on the library's website.

Trustee Adaranijo motioned to approve the bills list for the dates and amounts as follows: March 12, 2019 thru April 11, 2019 in the dollar amount of **\$395, 779.74**. Trustee Hess-Wojcik seconded. Roll call vote: Ayes: Catherine Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Pat Adaranijo. Nays: None. Motion carried.

ADMINISTRATOR'S REPORT

Informational Item #1 Administrator's Report. April 2019

The Administrator's report was noted.

Assistant Administrator Musil stated to the Board of Trustees the he and Administrator Wolff are looking into the posting for the new Bookmobile Manager position that will be available with the upcoming retirement of Fran Heinemann.

Informational Item #2 March 2019 Statistics

The March 2019 Statistics report was noted.

Informational Item #3 Orland Hills Board Meeting

No report.

Informational Item #4 Staff Updates

Jennifer Lilly has accepted the position of Business Office Assistant.

Informational Item #5 Building and Grounds

No report.

Informational Item #6 Library Initiatives

The Library Initiatives report was noted. Information regarding the status on the Marcus Theater video was shared. President Hannon asked if the Board can view the video before being released. Board agreed they would like to view.

NEW BUSINESS

Action Item #1: Approval of 2019 Resolution Authorizing Public Non-Resident Library Cards.

Trustee Hess-Wojcik shared a comment regarding the cost.

Trustee Miller motioned to approve the Resolution Authorizing Public Non-Resident Library Cards. Trustee Adaranijo seconded. Ayes: All. Nays: None. Motion carried.

Action Item #2: Approval of 2019 Staff Holiday Party

Trustee Hess-Wojcik motioned to approve the 2019 Staff Holiday Party. Trustee Adaranijo seconded. Roll call vote: Ayes: Catherine Hannon, Gina Miller, Laura Hess-Wojcik, Pat Adaranijo. Nays: None. Motion carried

Action Item #3: Appointment of New Board Member to Fill Vacancy

Brad Daniels will be appointed the vacancy of former Trustee Kathy Park. President Hannon stated she would like this to be announced on the library's website.

Trustee Hess-Wojcik motioned to approve the Appointment of New Board Member to Fill Vacancy. Trustee Miller seconded. Ayes: All. Nays: None. Motion carried.

Information Item #1 Youth Advisory Council Report

YAC representative, Emily Leistra gave her report. Emily shared with the Board of Trustees the YAC group had their meeting this month. She shared about the program Gamers Gap. Emily also shared the YAC group had a teen interviewing workshop. Lastly, Emily shared Mission Improvable will be taking place next week.

Information Item #2: Friends of the Library Report

Friends of the Library Report was noted.

Informational Item #3 April 2019 Departmental Reports

The Departmental Reports was noted.

Informational Item #4 April 2019 Publicity Reports

The Publicity Reports was noted.

Informational Item #5 Assistant Administrator's Report. April 2019

The Assistant Administrator's Report was noted.

Old Business

No report.

Presidents Report

No report

Executive Session

No report

Adjournment

Trustee Hess-Wojcik motioned to adjourn the meeting at 7:24 p.m. Trustee Whalen seconded.
Ayes: All. Nays: None. Motion carried.

Respectfully submitted,

Secretary

President