

**TINLEY PARK PUBLIC LIBRARY
BOARD AGENDA
February 24, 2021 – 7:00 p.m.**

MEMBERS PRESENT

Catherine Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers,
Barbara Rose Whalen, Pat Adaranijo, Brad Daniels

LIBRARY STAFF PRESENT

Richard Wolff, Administrator
Zach Musil, Assistant Administrator
Lynette Williams, Business Office Manager -Benefits
Coordinator
Jennifer Lilly, Business Office Assistant

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.

INTRODUCTION OF GUEST/AUDIENCE TO VISITORS

No attendees.

EXECUTIVE SESSION #1

At 7:01 p.m., President Hannon motioned to go into Executive Session #1 per exception Section 2(c) of the Open Meetings Act. Trustee Meyers seconded. Ayes: All Nays: None. Motion carried.

OPEN SESSION

At 7:26 p.m., the regular Board Meeting reconvened from Executive Session.

APPROVAL OF MINUTES

Action Item #1 Approval of the January 27, 2021 Minutes

Trustee Meyers motioned to approve the regular minutes of the January 27, 2021 Tinley Park Public Library Board of Trustees meeting. Trustee Whalen seconded. Ayes: All Nays: None. Motion carried.

CORRESPONDENCE

No report.

FINANCIAL REPORT

Action Item #1 Approval of the January 2021 Financial Report

The Library Board reviewed the January 2021 Financial Report. Trustee Meyers motioned to approve the report as submitted. Trustee Adaranijo seconded. Roll call vote: Ayes: Catherine Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Barbara Rose Whalen, Pat Adaranijo, Brad Daniels. Nays: None. Motion carried.

Action Item #3 Approval of Bills List from 1/11/2021 through 2/10/2021 in the amount of \$447,389.11

Trustee Whalen motioned to approve the bills list for the dates and amounts as follows: January 11, 2021 thru February 10, 2021 in the dollar amount of **\$447,389.11**. Trustee Hess-Wojcik seconded. Roll call vote: Ayes: Catherine Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Barbara Rose Whalen, Pat Adaranijo, Brad Daniels. Nays: None. Motion carried.

ADMINISTRATOR'S REPORT

Informational Item #1 Administrator's Report. February 2021

The Administrator's report was noted.

Informational Item #2 January 2021 Statistics

The January 2021 Statistics report was noted. Trustee Meyers shared he would like to include a foot traffic count in the statistics.

Informational Item #4 Orland Hills Board Meeting

No report.

Informational Item #5 Staff Updates

Staff updates were noted. Administrator Wolff shared there are two upcoming retirements and a new circulation clerk. Several applications have been received for the Adult Services Librarian position. Administrator Wolff shared with the Board of Trustees how the replacement of staff vacancies from the pandemic is proceeding.

Informational Item #5 Building and Grounds

Administrator Wolff shared with the Board of Trustees that the control boards on the generator were replaced and the generator is back working.

Informational Item #6 Library Initiatives

No report.

NEW BUSINESS

Discussion Item #1. FY2021/2022 Budget and Staff Compensation

Administrator Wolff discussed further with the Board of Trustees the breakdown of the presented budget memo. Administrator Wolff and Assistant Administrator Musil both shared how improvements for the building were seen necessary and how were they addressed. Administrator Wolff shared his suggestions for staff compensations. Discussion took place.

Informational Item #1 Youth Advisory Council Report

No report. Trustee Meyers asked if the YAC group has been meeting. Administrator Wolff stated the YAC group has been meeting virtually.

Informational Item #2 Approval of Friends of the Library Report.

No report. President Hannon asked how many Friends members are there. It was shared there are 119 in which five are Board members.

Informational Item #3 February 2021 Departmental Reports

The February 2021 Departmental Reports were noted.

Informational Item #4 February 2021 Program Publicity Reports

The February 2021 Program Publicity Reports were noted. Trustee Meyers asked his fellow Board members is they like the print based report versus the digital media report. Trustee Meyers asked if the stats in the media report can be incorporated into the statistical report. Administrator Wolff shared this would be incorporated in the March meeting statistics.

Informational Item #6 Assistant Administrator's Report.

Assistant Administrator Report was noted.

OLD BUSINESS

No report.

PRESIDENTS REPORT

No report.

EXECUTIVE SESSION #2

At 8:06 p.m., President Hannon motioned to go into Executive Session #2 per exception Section 2(c) of the Open Meetings Act. Trustee Miller seconded. Ayes: All Nays: None. Motion carried.

OPEN SESSION

At 8:26 p.m., the regular Board Meeting reconvened from Executive Session.

ADJOURNMENT

President Hannon motioned to adjourn the meeting at 8:26 p.m. Trustee Whalen seconded. Ayes: All Nays: None. Motion carried.

Respectfully submitted,

Secretary

President