

TINLEY PARK PUBLIC LIBRARY
BOARD AGENDA
April 28, 2021 – 7:00 p.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

Brad Daniels

LIBRARY STAFF PRESENT

Zach Musil, Interim Director
Jennifer Schulien, 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.

APPROVAL OF MINUTES

Action Item #1 Approval of the January 30, 2021 Special Board Meeting Minutes

Trustee Whalen motioned to approve the Special Board Meeting Minutes from the January 30, 2021 Tinley Park Public Library Board of Trustees Meeting. Trustee Hess-Wojcik Seconded. Ayes: All Nays: None.

Action Item #2 Approval of the March 24, 2021 Regular Board Meeting Minutes

Trustee Hess-Wojcik motioned to approve the Regular Board Meeting Minutes from March 24, 2021 Tinley Park Public Library Board of Trustees Meeting. Trustee Miller seconded. Ayes: Gina Miller, Laura Hess-Wojcik, Barbara Rose Whalen, Pat Adaranijo. Nays: None. Abstentions: Catherine Hannon, Darren Meyers. Motion carried.

CORRESPONDENCE

Correspondence was noted.

FINANCIAL REPORT

Action Item #1 Approval of the March 2021 Financial Report

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

Action Item #2 Approval of Bills List from 3/16/2021 through 4/14/2021 in the amount of \$259,931.34.

Trustee Whalen asked about the software renewal for RAILS Communico. Interim Director Musil stated this was for our Events Coordination Software.

Trustee Hess-Wojcik motioned to approve the bills list for the dates and amounts as follows: March 16, 2021 thru April 14, 2021 in the dollar amount of **\$259,931.34**. Trustee Whalen seconded. Roll call vote: Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Barbara Rose Whalen, Pat Adaranijo. Nays: None. Motion carried.

DIRECTOR'S REPORT

Informational Item #1 Interim Director's Report. April 2021.

The Interim Director's report was noted. Trustee Adaranijo asked about the Library's involvement with the Village's initiative to designate Tinley Park a Dementia Friendly Community. Interim Director Musil stated that the Village invited the Library to be a member of its dementia friendly action team and that he and Programming & Outreach Services Manager Pam Zukoski attended the virtual kick-off meeting. Discussion took place.

Trustee Adaranijo asked about the Board meeting less in summer months. Interim Director Musil stated the By-Laws would need to be changed before this could be implemented if that is what the Board decided. Discussion took place.

Interim Director Musil explained the library's new website is planned to launch in June.

Trustee Adaranijo and Trustee Meyers discussed the workshop they attended with Interim Director Musil "Diversity, Equity, and Inclusion: What Library Trustee's Need to Know. Discussion took place.

Interim Director Musil stated all Ethics filings have been completed.

Informational Item #2 March 2021 Statistics

Comment was made that having the iPads back for further Board meetings would be helpful to view the information as the meeting takes place.

Informational Item #3 Orland Hills Board Meeting

No report.

Informational Item #4 Staff Updates

Staff updates were noted.

Informational Item #5 Building and Grounds

Roof repairs are scheduled to begin on May 3rd, 2021.

NEW BUSINESS

Action Item #1 Approval of 2021 Resolution Authorizing Public Non-Resident Library Cards. Memo. Resolution.

Interim Director Musil stated this is based on a standard formula from the Illinois State Library. It is typically not utilized much, especially over this past year.

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

Action Item #2 Approval of 2022 Library Holiday Schedule

Trustee Hess-Wojcik motioned to approve the 2022 Library Holiday Schedule. Trustee Adaranijo seconded. Ayes: All. Nays: None. Motion carried.

Action Item #3. Approval of Revisions to TPPL Bulletin Board Policy. Memo.

Interim Director Musil explained that the policy revisions reflect changes needed to account for the digital monitors that replaced the bulletin board. Discussion took place.

Trustee Meyers motioned to Approve Revisions to TPPL Bulletin Board Policy. Trustee Whalen seconded. Ayes: All. Nays: None. Motion carried.

Informational Item #1 Youth Advisory Council Report.

No report. Interim Director Musil shared that 10 participants will be able to perform here at the Library with masks to record the Fairy Tale Theater performance to be streamed. Interim Director Musil also shared plans for holding some in person programming outside on the west lawn with social distancing measures that could necessitate temporary paint on the grass, signage, and flags to designate areas.

Informational Item #2 Friends of the Library Report. April 2021.

The Friends will be holding a meeting next week. They are planning a Shred Event for September 25, 2021 at the train station.

Informational Item #3 March 2021 Departmental Reports

Trustee Adaranijo asked about some of the acronyms used. Discussion took place.

Informational Item #4 April 2021 Program Publicity Reports.

Interim Director Musil shared the Tinley Park Neighbor Magazine will be doing a feature on Youth Services Manager Kerry Reed. Trustee Meyers stated he likes the new form of statistics in this report. Trustee Miller stated she thinks the Welcome Campaign to patrons is a good idea. Compliments were given to Interim Director Musil and Marketing and Public Relations Manager Schroeder.

OLD BUSINESS

No report.

PRESIDENTS REPORT

No report.

EXECUTIVE SESSION

No Executive Session.

ADJOURNMENT

Trustee Adaranijo motioned to adjourn the meeting at 7:36 p.m. Trustee Whalen seconded.
Ayes: All Nays: None. Motion carried.

Respectfully submitted,

Secretary

President