

**TINLEY PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
October 27, 2021 – 7:00 p.m.**

**MEMBERS PRESENT**

Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers,  
Pat Adaranijo, Brad Daniels

**MEMBERS ABSENT**

Barbara Rose Whalen

**LIBRARY STAFF PRESENT**

Zach Musil, Director  
Sarah Schroeder, Assistant 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**

Patrick Sullivan, YAC Representative was introduced. The recent programs have been well attended. The baking night was successful. They are looking for ways to reach out to middle school students.

**APPROVAL OF MINUTES**

**Action Item #1 Approval of the September 22, 2021 Regular Board Meeting Minutes**

Trustee Miller motioned to approve the Regular Board Meeting Minutes from September 22, 2021 Tinley Park Public Library Board of Trustees Meeting. Trustee Adaranijo seconded. Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Pat Adaranijo, Brad Daniels. Nays: None. Motion carried.

**CORRESPONDENCE**

No report.

**FINANCIAL REPORT**

**Action Item #1 Approval of the August 2021 Financial Report.**

Trustee Meyers motioned to approve the August 2021 Financial Report. Trustee Daniels seconded. Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Pat Adaranijo, Brad Daniels. Nays: None. Motion carried.

Action Item #2. Approval of the September 2021 Financial Report.

Trustee Hess-Wojcik motioned to approve the September 2021 Financial report. Trustee Adaranijo seconded. Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Brad Daniels. Nays: Pat Adaranijo. Motion carried.

Action Item #3 Approval of Bills List from 9/15/2021 through 10/14/2021 in the amount of \$331,153.29.

Trustee Hess-Wojcik inquired about the charges to Logical Technical Services. Discussion took place. Trustee Hess-Wojcik inquired about the charge for Wells Fargo. This is the annual bond fee.

Trustee Daniels motioned to approve the bills list for the dates and amounts as follows: September 15, 2021 thru October 14, 2021 in the dollar amount of **\$311,153.29**. Trustee Hess-Wojcik seconded. Roll call vote: Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Pat Adaranijo, Brad Daniels. Nays: None. Motion carried.

Action Item #4. Approval of the 2021 Tax Levy in a dollar amount not to exceed \$6,063,710.00. Memo.

Discussion took place regarding the levy.

Trustee Meyers motioned to approve the 2021 library levy dollar amount not to exceed 0.5% of last year's levy (\$6,003,680), subject to Tinley Park Village Board action and not to exceed the Village's levy increase, whichever levy increase is less. Trustee Hess-Wojcik seconded. Roll call vote: Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Pat Adaranijo. Nays: None. Abstention: Brad Daniels. Motion carried.

**DIRECTOR'S REPORT**

Informational Item #1 Director's Report. October 2021.

The report was noted.

Informational Item #2 September 2021 Statistics.

The report was noted.

Informational Item #3 Orland Hills Board Meeting

No report.

Informational Item #4 Staff Updates

Staff updates were noted. Alicia Iuliano started her position as a Part-Time Reference Assistant on September 30, 2021. Maribel Velez began her position as a Part-Time Adult Program Assistant on October 6, 2021. Janice Manikowski started her position as a Part-Time Circulation Clerk on October 21, 2021. Emily Bonzani began her position as a Part-Time Technical Services Clerk on October 22, 2021. Juliza Cazares tendered her resignation effective October 12, 2021. Joanne Konrath retired effective October 29, 2021 after 30 years. Karen Palys retired on November 1, 2021 after 25 years. Jessica Rutka was promoted to a Full-Time Technical Services Clerk effective November 1, 2021.

#### Informational Item #5 Building and Grounds

The fountain will be turned off for the season in the next week. Windows were checked for gasket shrinkage and need of caulking. Three windows failed on the west and south sides of the building. Facilities is working to get these issues addressed.

#### **NEW BUSINESS**

##### Action Item #1. Deaccession of Library Equipment.

Trustee Meyers motioned to approve the deaccession of 1 GBC Ultima 65 Laminator and 1 HP DesignJet PostScript Printer. Trustee Miller seconded. Roll call vote: Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Patricia Adaranijo, Brad Daniels. Nays: None. Motion carried.

##### Informational Item #1. Youth Advisory Council Report.

Patrick Sullivan, YAC Representative shared his report at the beginning of the meeting.

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

The LEGO event was very successful. Most attendees scheduled through Eventbrite attended. They were able to accommodate some walk-ins. This event currently can be held every three years.

##### Informational Item #3 October 2021 Departmental Reports.

The Departmental Report was noted.

##### Informational Item #4 October 2021 Program Publicity Reports.

The report was noted.

##### Informational Item #5. Assistant Director's Report. October 2021.

Lockers were discussed to be used for an after-hours pickup option.

#### **OLD BUSINESS**

Trustee Meyers inquired about programs with animals. GreytReaders was well received when they were held. A question was asked about mask usage by patrons while in the building.

#### **PRESIDENTS REPORT**

No report.

#### **ADJOURNMENT**

Trustee Adaranijo motioned to adjourn the meeting at 7:59 p.m. Trustee Miller seconded. Ayes: All. Nays: None. Motion carried.

Respectfully submitted,

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Secretary

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President