

**TINLEY PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
January 26, 2022 – 7:00 p.m.**

**MEMBERS PRESENT**

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

**LIBRARY STAFF PRESENT**

Zach Musil, 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 was in attendance from the YAC Group.

**APPROVAL OF MINUTES**

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

Trustee Hess-Wojcik motioned to approve the Regular Board Meeting Minutes from December 1, 2021 Tinley Park Public Library Board of Trustees Meeting. Trustee Miller seconded. Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Barbara Rose Whalen, Pat Adaranijo, Brad Daniels. Ayes: All. Nays: None. Motion carried.

**CORRESPONDENCE**

No report.

**FINANCIAL REPORT**

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

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

**Action Item #2. Approval of the December 2021 Financial Report.**

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

Action Item #3 Approval of Bills List from 11/24/2021 through 01/17/2021 in the amount of \$550,376.59.

Trustee Hess-Wojcik asked about the cost for Tyler Technologies. This is a charge for the POS software used by the library. Trustee Miller inquired about the 3 Peace Lilies. It was explained that this was correct.

Trustee Hess-Wojcik motioned to approve the bills list for the dates and amounts as follows: November 24, 2021 thru January 17, 2021 in the dollar amount of **\$550,376.59**. Trustee Miler seconded. Roll call vote: Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Barbara Rose Whalen, Pat Adaranijo, Brad Daniels. Nays: None. Motion carried.

Informational Item #1 Fiscal Year 2022 Year End Estimates.

Director Musil explained this is done yearly with the budget planning.

**DIRECTOR'S REPORT**

Informational Item #1 Director's Report. January 2022.

Trustee Hess-Wojcik asked about the civil matters. Director Musil shared this was a subpoena the library received concerning a lawsuit between two other companies. The information we had to submit was minimal. Trustee Meyers inquired about the FOIA request. Director Musil explained we were asked about the current staff and wages. Trustee Meyers also inquired about the transition to OSG. Director Musil shared that while the transition is a time consuming process things are going very well and that this will be a huge improvement to the library. OSG officially starts on February 1, 2022.

Informational Item #2 November 2021 Statistics.

The November 2021 Statistics were noted.

Informational Item #3 December 2021 Statistics.

Trustee Miller stated the usage for eBooks is down from last year.

Informational Item #4 Orland Hills Board Meeting

No Report.

Informational Item #5 Staff Updates

Dana LaCoco began her position as a Part-Time Circulation Clerk on January 3, 2022. Jenn Renken has started their position as a Full-Time Adult Services Librarian on January 10, 2022. Wajiha Chaudhary has begun her position as a Part-Time Shelver as of January 19, 2022. Michelle Herring has resigned her position as a Part-Time Adult Reference Assistant effective January 5, 2022. Joel Lynn Horvath resigned her position as a Part-Time Youth Services Assistant as of January 13, 2022. Sean Griffin has resigned his position as a Part-Time Computer Assistant on January 26, 2022. Jessica Dyer was promoted to Full-Time Marketing & Public Relations Manager effective January 3, 2022.

Informational Item #6 Building and Grounds.

No Report.

**NEW BUSINESS**

Action Item #1. Discussion and Consideration of Approving the Strategic Plan.

There was discussion amongst the Board Members that they were overall impressed with the Strategic Plan with some discussion around the mission and objectives. It was determined that Director Musil will take this back to the L-Team for discussion and the Board will revisit this at the next meeting.

Action Item #2. Approval of Revisions to Exhibit Space Policy.

Trustee Miller motioned to approve the Revisions to Exhibit Space Policy. Trustee Whalen seconded. Roll call vote: Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Barbara Rose Whalen, Pat Adaranijo, Brad Daniels. Ayes: All. Nays: None. Motion carried.

Action Item #3. Approval of Revisions to Charity Collections within the Library Policy.

Trustee Daniels inquired about the purpose for the revisions. Director Musil explained this is for clarification of who the Library will take collections for.

Trustee Daniels motioned to approve the Revisions to Charity Collections within the Library Policy. Trustee Whalen seconded. . Roll call vote: Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Barbara Rose Whalen, Pat Adaranijo, Brad Daniels. Ayes: All. Nays: None. Motion carried.

Action Item #4. Approval of Committee of the Whole Meeting on February 23, 6:00pm-7:00pm.

Trustee Miller motioned to approve the Committee of the Whole Meeting on February 23, 6:00pm- 7:00pm. Trustee Meyers seconded. Roll call vote: Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Barbara Rose Whalen, Pat Adaranijo, Brad Daniels. Ayes: All. Nays: None. Motion carried.

Informational Item #1. Youth Advisory Council Report.

Patrick Sullivan from the YAC was present to give a report. The teens had a tropical themed program with summer bingo and socially distanced beach ball volleyball. Discussions took place regarding prizes for the Summer Reading Program. There was a program on Cosplay given which was well attended and enjoyed. The teens will be participating in the Benches on the Avenue Program with Clarice Pelczarski. Designs have been submitted. The program for Fairy Tale Theater will be The Wizard of Oz.

Informational Item #2 Friends of the Library Report. January 2022.

The Friends are sponsoring the Bench the teens will be working on.

Informational Item #3 December 2021 Departmental Reports.

Trustee Hess-Wojcik thought the Community Picks display was a great idea.

Informational Item #4 January 2022 Departmental Report.

The January Departmental Report was noted.

Informational Item #5. December 2021/January 2022 Program Publicity Reports.

The report was noted.

**OLD BUSINESS**

No report.

**PRESIDENTS REPORT**

No Report

**ADJOURNMENT**

Trustee Whalen motioned to adjourn the meeting at 8:04 p.m. Trustee Daniels seconded. Ayes: All. Nays: None. Motion carried.

Respectfully submitted,

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Secretary

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President