

**TINLEY PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
March 23, 2022 – 7:00 p.m.**

MEMBERS PRESENT

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

MEMBERS ABSENT

Cathy Hannon, Darren Meyers, 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

No guests were present.

APPROVAL OF MINUTES

Action Item #1 Approval of the February 23, 2022 Committee of the Whole Minutes

Trustee Adaranijo motioned to approve the Committee of the Whole Minutes from the February 23, 2022 Tinley Park Public Library Board of Trustees Meeting. Trustee Hess-Wojcik seconded. Ayes: Gina Miller, Laura Hess-Wojcik, Barbara Rose Whalen, Pat Adaranijo. Ayes: All. Nays: None. Motion carried.

Action Item #2. Approval of the February 23, 2022 Committee of the Whole Executive Session Minutes.

Trustee Hess-Wojcik motioned to approve the Committee of the Whole Executive Session Minutes from February 23, 2022 Tinley Park Public Library Board of Trustees Meeting. Trustee Adaranijo seconded. Ayes: Gina Miller, Laura Hess-Wojcik, Barbara Rose Whalen, Pat Adaranijo. Nays: None. Motion carried.

Action Item #3. Approval of the February 23, 2022 Regular Board Meeting Minutes.

Trustee Hess-Wojcik motioned to approve the Regular Board Meeting Minutes from the February 23, 2022 Tinley Park Public Library Board of Trustees Meeting. Trustee Adaranijo seconded. Ayes: Gina Miller, Laura Hess-Wojcik, Barbara Rose Whalen, Pat Adaranijo. Nays: None. Motion carried.

CORRESPONDENCE

No report.

FINANCIAL REPORT

Action Item #1 Approval of the February 2022 Financial Report.

Trustee Adaranijo inquired about the Reciprocal Borrowing line of the Financial Report. Director Musil explained these are charges related to interlibrary loan fees requested outside of our system. Trustee Miller asked about the Orland Hills Per Capita line which Director Musil shared that we receive the amount that Orland Hills receives. A question was asked about a credit memo from ACCO which was a credit from a previous Laminator purchase.

Trustee Adaranijo motioned to approve the February 2022 Financial Report. Trustee Whalen seconded. Ayes: Gina Miller, Laura Hess-Wojcik, Barbara Rose Whalen, Pat Adaranijo. Nays: None. Motion carried.

Action Item #2 Approval of Bills List from 02/16/2022 through 03/10/2022 in the amount of \$304,946.20.

Trustee Hess-Wojcik motioned to approve the bills list for the dates and amounts as follows: February 16, 2022 thru March 10, 2022 in the dollar amount of **\$304,946.20**. Trustee Adaranijo seconded. Roll call vote: Ayes: Gina Miller, Laura Hess-Wojcik, Barbara Rose Whalen, Pat Adaranijo. Nays: None. Motion carried.

Action Item #3. Approval of the FY2023 Budget in the Dollar Amount of \$6,727,750.00.

Trustee Hess-Wojcik motioned to approve the FY2023 Budget in the Dollar Amount of \$6,727,750.00. Trustee Adaranijo seconded. Ayes: Gina Miller, Laura Hess-Wojcik, Barbara Rose Whalen, Pat Adarnijo. Nays: None. Motion carried.

Action Item #4. Approval of Staff Compensation Merit Increase for FY2023.

Trustee Adaranijo motioned to approve Staff Compensation Merit Increase for FY2023. Trustee Hess-Wojcik seconded. Roll call vote: Ayes: Gina Miller, Laura Hess-Wojcik, Barbara Rose Whalen, Pat Adaranijo. Nays: None. Motion carried.

DIRECTOR'S REPORT

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

Trustee Hess-Wojcik asked about the FOIA request the Library received. Director Musil shared this was regarding challenged items. Trustee Miller inquired about the Hartford Audit fees. Director Musil explained how this works. Trustee Adaranijo inquired about Hot Spot usage. Director Musil shared that they are popular with patrons.

Informational Item #2 February 2022 Statistics.

The February 2022 Statistics were noted and discussion took place.

Informational Item #3 Orland Hills Board Meeting

No Report.

Informational Item #4 Staff Updates

Ellen Parran started her position as a Part-Time Youth Services Assistant on March 15, 2022. Michelle Pala began her position as a Part-Time Computer Assistant on March 21, 2022. Emily Bonzani has tendered her resignation effective March 30, 2022.

Informational Item #5 Building and Grounds.

Director Musil shared that the failed windows have been replaced. Director Musil also shared that the Library is in the process of updating its appraisal since it was last done in 2019.

NEW BUSINESS

Action Item #1. Approval of Resolution Authorizing Library Board Meeting Dates for FY2023.

Trustee Whalen motioned to approve the Resolution authorizing Library Board Meeting Dates for FY2023. Trustee Adaranijo seconded. Ayes: Gina Miller, Laura Hess-Wojcik, Barbara Rose Whalen, Pat Adaranijo. Nays: None. Motion carried.

Action Item #2. Approval of 2023 Library Holiday Schedule.

Director Musil shared that an in-service date for FY2023 will be chosen at a later date.

Trustee Whalen motioned to approve the 2023 Library Holiday Schedule. Trustee Adaranijo seconded. Ayes: Gina Miller, Laura Hess-Wojcik, Barbara Rose Whalen, Pat Adaranijo. Nays: None. Motion carried.

Informational Item #1 Youth Advisory Council Report.

No report.

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

No Report.

Informational Item #3 March 2022 Departmental Reports.

The Board members like the idea of the Poetry Boardwalk. Discussion took place.

Informational Item #4. March 2022 Program Publicity Reports.

The report was noted.

OLD BUSINESS

No report.
PRESIDENTS REPORT

No Report

ADJOURNMENT

Trustee Hess-Wojcik motioned to adjourn the meeting at 7:41 p.m. Trustee Whalen seconded.
Ayes: All. Nays: None. Motion carried.

Respectfully submitted,

Secretary

President