

**TINLEY PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
April 27, 2022 – 7:00 p.m.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Brad Daniels

**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**

No guests were present.

**APPROVAL OF MINUTES**

**Action Item #1. Approval of the March 23, 2022 Regular Board Meeting Minutes.**

Trustee Whalen motioned to approve the Regular Board Meeting Minutes from the March 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. Nays: None. Abstention: Cathy Hannon, Darren Meyers. Motion carried.

**CORRESPONDENCE**

Director Musil shared that the second installment for the Orland Hills Library District contract has been received as well as the Orland Hills Capital contribution.

**FINANCIAL REPORT**

**Action Item #1 Approval of the March 2022 Financial Report.**

Trustee Meyers motioned to approve the March 2022 Financial Report. Trustee Whalen seconded. 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 03/14/2022 through 04/13/2022 in the amount of \$270,173.25.

Trustee Hess-Wojcik inquired about the charge on the Chase bill for Unforeseen Expenses. Director Musil explained this was for Staff Anniversary Recognition at the Staff In-service. Trustee Miller asked about IDES Unemployment Compensation. Director Musil shared that it is recommended to pay these fees while the claim is being disputed. Trustee Miller motioned to approve the bills list for the dates and amounts as follows: March 14, 2022 thru April 13, 2022 in the dollar amount of **\$270,173.25**. Trustee Hess-Wojcik 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 Director's Report. April 2022.

Director Musil reminded everyone that the Statement of Economic Interests have to be filed to Cook County by May 2, 2022 to avoid the County's late fines.

Informational Item #2 March 2022 Statistics.

The March 2022 Statistics were noted.

Informational Item #3 Orland Hills Board Meeting

Director Musil and Assistant Director Schroeder are planning to attend the Orland Hills Library Board Meeting on May 16, 2022.

Informational Item #4 Staff Updates

Richard Castanedo has started his position as a Part-Time Technical Services Clerk effective April 4, 2022. Pat O' Dwyer has tendered his resignation as Full Time Facilities Manager after 18 years, effective June 3, 2022. MaryAnn Pyrzynski has tendered her resignation as Full Time Circulation Services Manager after 21 years, effective May 31, 2022. Virginia Palmera has resigned as a Part-Time Interlibrary Loan Clerk after 10 years, effective April 27, 2022. Robert Serafino has been promoted to Full Time Facilities Manager effective June 4, 2022.

Informational Item #5 Building and Grounds.

Director Musil shared there were some leaks with the rain recently along the south windows. This is not the same issue as the failed windows. Repairs will be made. Director Musil also shared that the Library is updating the appraisal and Capital Needs plan.

## **NEW BUSINESS**

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

Trustee Miller noted the fee is \$6.00 less than the previous year. Trustee Meyers motioned to approve the Resolution authorizing Public Non-Resident Library Cards. Trustee Whalen seconded. Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, 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. April 2022.

The Friends met recently and read the minutes from their previous meeting. The Friends agreed to make some purchases for the Library, most notably a translating device that will translate in real time and offers over 100 languages. The Shred event sponsored by the Friends will happen this Saturday, April 30, 2022.

Informational Item #3 April 2022 Departmental Reports.

Trustee Miller noted the Bookmobile's Chats & Checkouts. Trustee Hess-Wojcik mentioned the Armchair Dreams Presentations from Outreach. Questions were asked regarding the bench the Library has been working on.

Informational Item #4. April 2022 Program Publicity Reports.

The report was noted.

Informational Item #5. Assistant Director's Report.

The report was noted.

**OLD BUSINESS**

President Hannon inquired about the directional signs for the parking lot. Director Musil shared this is taking longer due to some failed tests of the signs. The Fountain will be turned on when the weather begins to stay warm.

**PRESIDENTS REPORT**

No Report

**ADJOURNMENT**

Trustee Hess-Wojcik motioned to adjourn the meeting at 7:28 p.m. Trustee Adaranijo seconded. Ayes: All. Nays: None. Motion carried.

Respectfully submitted,

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President