

**TINLEY PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
September 28, 2022 – 7:00 p.m.**

MEMBERS PRESENT

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

MEMBERS ABSENT

Barbara Rose Whalen, Pat Adaranijo

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 was present to give the YAC report.

APPROVAL OF MINUTES

Action Item #1. Approval of the August 24, 2022 Regular Board Meeting Minutes.

Trustee Daniels motioned to approve the Regular Board Meeting Minutes from the August 24, 2022 Tinley Park Public Library Board of Trustees Meeting. Trustee Hess-Wojcik seconded. Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Brad Daniels. Nays: None. Motion carried.

CORRESPONDENCE

Orland Hills Public Library District: FY2022 Per Capita Grant Payment.

Director Musil shared this situation has been resolved and all documentation was provided to the Orland Hills Public Library District Board.

FINANCIAL REPORT

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

Trustee Daniels motioned to approve the August 2022 Financial Report. Trustee Meyers seconded. Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Brad Daniels. Nays: None. Motion carried.

Action Item #2 Approval of Bills List from 08/17/2022 through 09/20/2022 in the amount of \$419,794.71.

Trustee Miller inquired about the multiple AT&T payments. Director Musil shared that we have multiple lines with AT&T which provide various services. Trustee Miller motioned to approve the bills list for the dates and amounts as follows: August 17, 2022 thru September 20, 2022 in the dollar amount of **\$419,794.71**. Trustee Hess-Wojcik seconded. Roll call vote: Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Brad Daniels. Nays: None. Motion carried.

DIRECTOR'S REPORT

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

Discussion took place regarding the possibility of the Village installing a controlled crosswalk and traffic signal at 80th Avenue and Timber Drive through a State grant. Director Musil explained that, in support of its grant application, the Village requested a letter from the Library detailing how the addition of a crosswalk would benefit the community and library patrons.

Informational Item #2 August 2022 Statistics.

The Statistical report was noted.

Informational Item #3 Orland Hills Board Meeting

Director Musil and Assistant Director Schroeder attended the Orland Hills Library Board Meeting in September.

Informational Item #4 Staff Updates

Brandi Lenters will begin her position as a Part-Time Circulation Clerk on October 4, 2022.

Informational Item #5 Building and Grounds.

Director Musil shared the details of the situation with the LAN Room and the compressor that was replaced. The parking lot will undergo crack sealing and striping next week. Christy Webber has finished plant installation and is no longer doing maintenance. The library has switched maintenance vendors to Clarence Davids. Two trees were removed by Homer Tree Service.

NEW BUSINESS

Action Item #1. Consideration of Design Proposal of Children's Nature Garden and Outdoor Classroom from Site Design. Site Design Proposal. Presentation.

Trustee Daniels motioned to approve the Consideration of Design Proposal of Children's Nature Garden and Classroom from Site Design. Trustee Meyers seconded. Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Brad Daniels. Nays: None. Motion carried.

Action Item #2. Consideration of Bids for First-Floor Interior Signage Project. Dewberry Letter. Memo.

Discussion took place regarding the bids that were received for the Interior Signage Project. Director Musil shared some of the issues that were included in the bids received. Trustee Meyers suggested that it may be time to begin exploring alternatives to Dewberry. Trustee Meyers motioned to reject all bids received for the First Floor Signage Project. Trustee Daniels seconded. Ayes: Cathy Hannon, Gina Miller, Laura Hess-Wojcik, Darren Meyers, Brad Daniels. Nays: None. Motion carried.

Informational Item #1 Youth Advisory Council Report.

Patrick Sullivan gave the Youth Advisory Council Report. The YAC members held an election for officers. Patrick was elected President of the group. A painting night was held. Some of those paintings are being displayed on the Youth Services Gallery Wall. He shared that there were 12 in person attendees at the College night that was offered. 19 people attended through Zoom. A few of the new officers are interested in attending the Board Meetings.

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

Director Musil shared the Friends appointed Linda Giroux as the Membership Chairman.

Informational Item #3 September 2022 Departmental Reports.

The Departmental Reports were noted.

Informational Item #4. September 2022 Program Publicity Reports.

The report was noted.

Informational Item #5. Assistant Director's Report.

Trustee Daniels inquired about the Database Committee. Assistant Director Schroeder shared Graham Dostal was spearheading this committee. They hope to have data to share at the next meeting.

OLD BUSINESS

No Report.

PRESIDENTS REPORT

No Report

ADJOURNMENT

Trustee Daniels motioned to adjourn the meeting at 7:41 p.m. Trustee Miller seconded. Ayes: All. Nays: None. Motion carried.

Respectfully submitted,

Secretary

President