TINLEY PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

October 22, 2025 – 6:30 p.m.

MEMBERS PRESENT

Chuck Augustyniak, Trustee
Brad Daniels, Treasurer
Leah Herman, Vice-President
Elizabeth Stern, Secretary
Gloria Yakes, Trustee
Laura Hess-Wojcik, President

MEMBERS ABSENT

Joe Molinare, Trustee

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 6:30 p.m.

ROLL CALL

Roll call was taken.

INTRODUCTION OF GUEST/AUDIENCE TO VISITORS

Paige Sullivan from the Youth Advisory Council was present.

APPROVAL OF AGENDA

Trustee Augustyniak moved to approve the agenda. Trustee Yakes seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

APPROVAL OF MINUTES

Approval of September 24, 2025 Regular Board Meeting Minutes.

Vice-President Herman moved to approve the September 24, 2025 Regular Board Meeting Minutes. Trustee Augustyniak seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

CORRESPONDENCE

No correspondence.

FINANCIAL REPORT

Approval of September 2025 Financial Report.

Treasurer Daniels moved to approve the September 2025 Financial Report. Trustee Augustyniak seconded. Roll Call Vote: Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of September 2025 Bills List totaling $577,932.06.

Trustee Yakes moved to approve the September 2025 Bills List totaling $577,932.06. Vice-President Herman seconded. Roll Call Vote: Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

ADMINISTRATIVE REPORT

Director's Report.

Vice-President Herman commented on the Fall Fandom Fest and how awesome the turn-out was. Director Musil shared the team did an amazing job, giving 110% creating this for the community and it shows. Trustee Yakes is looking forward to seeing the Library of Things. Director Musil stated these items will appear in the online catalog and pictures of items available for checkout will be displayed on a slatwall near the Circulation desk.

Assistant Director's Report.

The Assistant Director's Report was noted.

Village Intergovernmental Agreement Updates.

Director Musil shared the agreement was received. The Board discussed the agreement with Director Musil and Assistant Director Schroeder. The agreement is still being reviewed, and Director Musil will share updates with the Board.

September 2025 Statistics.

Trustee Yakes commented there are a lot of programs/activities going on at the library.

Orland Hills Board Meeting.

No report.

Staff Updates.

Kaylyn Bradshaw resigned her position as a Part-Time Circulation Clerk effective October 10, 2025. Benita Hallahan announced her retirement as a Shelver after 13 years, on November 21, 2025.

Building and Grounds.

Director Musil shared work on the air handler unit will begin the week of November 11.

Phase 1 Building Renovation Updates.

Director Musil shared the close-out estimates are below what was allocated for the project.

Prairie Garden & Story Walk Project Updates.

Assistant Director Schroeder stated the project is going well.

Youth Advisory Council Report

Paige shared the Trunk or Treat activity is coming up. Signs have been made to represent different themes. They are expecting 200 people to attend. Winter Fairy Tale Theater is coming up soon with approximately 20 teens expected to participate.

Friends of the Library Report.

Director Musil and Assistant Director Schroeder were unable to attend the recent meeting due to conflicting schedules with the ILA Annual Conference, but other staff attended in their place. The Friends of the Library Luncheon will be in the beginning of December. Trustee Yakes asked how many members they have. There are approximately 160.

Departmental Report.

Secretary Stern commented on the Walk to End Alzheimer's. Trustee Yakes is amazed at all that staff does.

Program Publicity Report.

The report was noted.

NEW BUSINESS

Approval of Resolution Authorizing End of Fiscal Year 2025 Transfer from General Operating Fund into Capital Fund.

Director Musil asked if anyone had any questions. Per the Fund Balance Policy, there is a resolution the Board needs to approve to make a transfer from the operating fund to the capital fund. Treasurer Daniels moved to approve the Resolution Authorizing an End of Fiscal Year 2025 Transfer of Funds from the Library's General Operating Fund to the Library's Capital Reserve Fund in the amount of $1,500,000.00. Trustee Yakes seconded. Roll Call Vote: Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

OLD BUSINESS

Approval of August 2025 Financial Report.

Treasurer Daniels moved to approve the August 2025 Financial Report. Vice-President Herman seconded. Roll Call Vote: Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

EXECUTIVE SESSION

No Executive session was needed.

TRUSTEE COMMENTS

Chuck Augustyniak - Trustee Augustyniak attended the ILA Conference Trustee Day. He also went to a Stories Around Town at Krema Coffee and was impressed by the number of people who had used the Bookmobile in a short amount of time.

Brad Daniels - No comment.

Leah Herman - No comment.

Elizabeth Stern - Secretary No comment

Gloria Yakes - Trustee Yakes shared a short report of what she learned at the sessions she attended at the ILA Conference Trustee Day.

Laura Hess-Wojcik - No comment.

ADJOURNMENT

Trustee Augustyniak moved to adjourn the meeting at 7:23 pm. Vice-President Herman seconded. Ayes: All Nays: None. Motion carried.

Respectfully submitted,

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Secretary

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President