

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE
TINLEY PARK PUBLIC LIBRARY
BOARD OF TRUSTEES**

January 28, 2026

First Floor Meeting Room

6:30 p.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

None

LIBRARY STAFF PRESENT

Zach Musil, Director
Sarah Schroeder, Assistant Director
Jessica Dyer, Head of Marketing/Public Relations Manager

Call to Order

The meeting of the Tinley Park Public Library Board of Trustees was officially called to order by President Hess-Wojcik at 6:30 p.m.

Pledge of Allegiance

Roll Call

Roll call was taken.

Introduction of Visitors and Guests

Cosmo, YAC Vice President

Public Comment

None

Approval of Agenda

Trustee Augustyniak moved to approve the January 28, 2026 agenda. Trustee Yakes seconded. A roll call vote was taken. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of Minutes

Trustee Yakes moved to approve the December 3, 2025 Regular Board Meeting Minutes. Trustee Augustyniak seconded. A roll call vote was taken. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Correspondence

Director Musil stated that the correspondence to Orland Hills Public Library District for the Request for Second Payment and for FY26 Request for Capital Contribution for FY26 had both been delivered. OHPLD will make the payment in March after approval of the payments in their meeting.

Financial Report

Approval of November 2025 Financial Report.

Director Musil informed the Board that all Cook County Municipal libraries are being affected by the recent delay in tax payments. However, Tinley Park Public Library has not been negatively affected because of its healthy operating reserves and a robust fund/balance policy.

Director Musil also asked for Board feedback regarding the volume and presentation of the financial reports to see if the Board found the current formatting to be useful. Library Administration will consult BS&A to determine whether a custom summary report could be generated. Supporting journal entry documentation will no longer be included. Director Musil will routinely identify variances and their corresponding journal entries.

Trustee Daniels moved to approve the November 2025 Financial Report. Vice President Herman seconded. A roll call vote was taken. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Vice President Herman moved to approve the November 2025 Bills List Totaling \$499,993.20. Treasurer Daniels seconded. A roll call vote was taken. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Treasurer Daniels motioned to approve the December 2025 Financial Report. Trustee Augustyniak seconded. A roll call vote was taken. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of December 2025 Bills List Totaling \$710,954.90.

Trustee Yakes inquired about the cost of the *Pathways* Newsletter. Assistant Director Schroeder explained the newsletter is produced quarterly, and the cost listed was without postage.

Trustee Yakes also asked about communication bills, and Director Musil said the library uses two internet service providers, and one serves as a fail-over.

Trustee Molinare moved to approve the December 2025 Bills List Totaling \$710, 954.90. Trustee Augustyniak seconded. A roll call vote was taken. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Administrative Report

Director's Report

Director Musil shared that there has been some changeover in positions at the Village level.

Assistant Director's Report

No comments.

Village Intergovernmental Agreement Update

Director Musil said that Library Administration had a meeting with Hannah Lipman and Walker Steinke regarding the status of the intergovernmental agreement between the Village and the Library. They are waiting for a revised document draft from Walker.

November 2025 Statistics

No comments.

December 2025 Statistics

Trustee Yakes commented that the statistics look good and the library is booming.

Orland Hills Board Meeting

Nothing to report.

Staff Updates

New hires were noted, and also that the library has an Intern from Joliet Junior College that is working one day a week.

Building and Grounds Report

Air handling units were refreshed. The chiller will probably need to be replaced in 2028. ComEd recently met with Library Administration to check for energy efficiency and suggested adjustments to system controls to help reduce costs.

Prairie Garden & StoryWalk® Project Updates

Cold winter weather has put a stop to most of the work for the Prairie Garden, besides one day of work in December.

Youth Advisory Council Report

Cosmo reported that YAC is planning on hosting another Trunk or Treat this year because of the success of last year's event. YAC is also preparing for its 30th Anniversary this March, along with an 80's themed Valentine's event and Friendsgiving. They said that the lock-in was fun. President Hess-Wojcik asked about how many students attended, and Cosmo said there were probably 20-25 students, with about half of them staying after midnight.

Friends of the Library Report

Director Musil stated that the Friends of the Library are still in the process of restructuring.

Departmental Report

No comment.

Program Publicity Report

Secretary Stern noted that the number of TikTok views is increasing.

New Business

Approval of Scheduling a Committee of the Whole Meeting on February 25, 2026 at 6:00 pm

Trustee Daniels made a motion to approve the Scheduling of a Committee of the Whole Meeting for February 25, 2026 at 6:00p.m. Trustee Augustyniak seconded the motion. Trustee Yakes asked if this meeting will be for a preliminary budget. Director Musil said a budget will be presented for approval in March. A roll call vote was taken. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of Revisions to Employee Personnel Policies and Procedures Handbook

Director Musil explained the proposed revisions were to update the handbook to reflect recent changes in Illinois employment laws that go into effect in January and June of 2026. Trustee Daniels inquired about revisions to section 203.5 Diversity, Equity, and Inclusion in the Workplace.

A lengthy discussion took place among Trustees about whether to approve the entire personnel handbook policies and procedures as proposed including new employment laws, or to approve everything except for Section 203.5 Diversity, Equity, and Inclusion in the Workplace.

Trustee Augustyniak moved to approve the Revisions to Employee Personnel Policies and Procedural Handbook with the removal of changes to 203.5. Vice President Herman seconded. A roll call vote was taken. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess- Wojcik. Nays: None. Motion carried.

Approval of Proposal from Desert Wing Designs for Website Redesign and Accessibility Compliance with WCAG 2.2 AA Standards in the Dollar Amount of \$65,820.00

Jessica Dyer, Marketing and Public Relations Manager, presented to the Board about the library's need to redesign its website to comply with current ADA standards. She presented proposals from two different companies that could redesign the website within compliance guidelines.

Trustees expressed a need to compare a few more proposals if possible.

Trustee Augustyniak moved to table the approval of a contract to the February 2026 meeting with a good effort of library staff to gather at least two more proposals. Trustee Yakes seconded. A roll call vote was taken. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Staff Report and Board Discussion on Library Micro-Pantry Possibility

Trustees engaged in a discussion of time, money, volunteer opportunities and legal/permitting issues that could arise with a library micro pantry. Library staff will continue to explore the idea and investigate partnerships/reach out to the originator of the idea. Vice President Herman asked Cosmo from YAC if it sounded like something teens would be interested in helping with, and they said that local high schoolers are always looking for service hours and would be willing to help. Trustee Yakes appreciated the list that Jessica Dyer included on the library's website referencing current micro-pantries in the area.

Old Business

No old business.

Executive Session

No executive session was necessary.

Trustee Comments

Chuck Augustyniak-None

Brad Daniels-None

Leah Herman-None

Joe Molinare-None

Elizabeth Stern-None

Gloria Yakes- Trustee Yakes expressed an interest in learning more about the possibility of partnering with the Dolly Parton Imagination Library program that Assistant Director Schroeder included in her report. Assistant Director Schroeder shared the benefits, local need/challenges and requirements to start the program for our patrons of Cook County, because Will County residents already have an option to participate.

Laura Hess-Wojcik-None

Adjournment

Trustee Augustyniak motioned to adjourn the meeting at 8:25 p.m. Trustee Molinare seconded. All in favor. Motion carried.

Next Meetings

February 25, 2026, 6 p.m. Committee of the Whole Meeting

February 25, 2026, 6:30p.m. Board of Trustees Meeting

Board Secretary

Board President