

**TINLEY PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING**  
February 25, 2026 – 6:30 p.m.  
First Floor Meeting Room

**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

**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**

Breanna Miller, Library intern, was present.

**APPROVAL OF AGENDA**

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

## APPROVAL OF MINUTES

### Approval of January 28, 2026, Regular Board Meeting Minutes.

Trustee Augustyniak moved to approve the January 28, 2026 Regular Board Meeting Minutes. Trustee Yakes seconded. Treasurer Daniels asked to have a few amendments made, one to the paragraph regarding the financial report. Another request for a change was made under the New Business discussion detailing changes to the personnel handbook. Director Musil thanked Secretary Stern for taking the minutes at the January meeting. Trustee Augustyniak moved to approve the January 28, 2026 Regular Board Meeting Minutes with the recommended revisions. Treasurer Daniels seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

## CORRESPONDENCE

### To Orland Hills Public Library District: Request for Digital Navigator Network Mini-Pilot Project Grant Funds.

Director Musil shared the Orland Hills Public Library District was awarded this grant. The check has been received and given to the Orland Hills Board. This is the formal request for the funds which will be used to purchase hot spots and other equipment which will be available to be checked out by all Tinley Park Public Library cardholders.

## FINANCIAL REPORT

### Approval of January 2026 Financial Report.

Director Musil shared that by removing the supporting documentation that accompanies journal entries, 14 pages were saved. Secretary Stern moved to approve the January 2026 Financial Report. Trustee Augustyniak seconded. Roll Call Vote: Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

### Approval of January 2026 Bills List totaling \$443,382.10.

Secretary Stern moved to approve the January 2026 Bills List totaling \$443,382.10. Trustee Molinare seconded. Roll Call Vote: 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 there is an exciting opportunity to collaborate with the iCan Dream Center, as part of their transitions program. There is no official start date yet. The library could potentially host two interns at a time. Two positions will be available, one in Facilities and the other would be a clerical position. Treasurer Daniels asked if an agreement had been finalized and if

insurance was necessary. Assistant Director Schroeder shared that the library has received the necessary proof of insurance from the iCan Dream Center, but that the library is still awaiting a draft agreement to share with legal counsel. President Hess-Wojcik asked how the soft launch of the drive-thru window went. Fliers have been handed out, and patrons are using the service. An official opening will happen soon.

Assistant Director's Report.

Trustee Yakes enjoyed the 70-year retrospective of the library available on the library's website.

Village Intergovernmental Agreement Updates.

Director Musil shared there is no update to the agreement. Due to restructuring at the Village, we are still waiting for a response.

January 2026 Statistics.

Trustee Yakes stated that the statistics look good.

Orland Hills Board Meeting.

No report.

Staff Updates.

There are no staff updates this month.

Building and Grounds.

Director Musil shared the drive-thru window has opened. The generator went out and is hopefully being repaired in the next day or so. Director Musil, Assistant Director Schroeder, and Facilities Manager Serafino met with Com-Ed to discuss energy saving options.

Strategic Plan FY2026, Q2 Report.

Trustee Yakes appreciates this report and says it is well done.

Prairie Garden & Story Walk Project Updates.

Director Musil shared the crew is looking to meet next week. Footings should go in in March.

Youth Advisory Council Report

No report. Vice-President Herman shared the Explore Together program sounds great.

Friends of the Library Report.

President Hess-Wojcik noticed the events the Friends are planning. Director Musil shared the group is looking to revise their bylaws. The Friends will also be part of a volunteer fair, along with other local organizations seeking volunteers, that the library will be hosting for the public.

Departmental Report.

The report was noted. Trustee Yakes shared the report is impressive. Vice-President Herman says it is crazy to be planning the Fall Fandom Fest already.

Program Publicity Report.

Treasurer Daniels suggested the library considers adding X back into its portfolio of social media platforms, along with including BlueSky, stating that not everyone uses the same platforms and the library's communications could be missing many patrons by only using TikTok, Instagram, and Facebook. He asked if there is a cost issue and to please report back to the Board. Director Musil will discuss this with the Marketing Department.

**NEW BUSINESS**Motion to Adopt a Resolution Adopting the Web Content Accessibility Guidelines (WCAG) Version 2.1, Level AA as the Tinley Park Public Library's Digital Accessibility Standard.

Treasurer Daniels shared he is for adopting the Web Content guidelines, but he would vote against adopting as a resolution as the way of documenting the library's guidelines because the Board has not used resolutions for documenting policies, procedures, or guidelines in the past and isn't for changing Board practices when there are other ways to document guidelines adopted by the library that better align with our traditional practices. He inquired what resolutions have been used for in the past. Typically, the resolutions are for approving the Board meeting dates, Non-Resident Fee card amounts, and end of year transfers. President Hess-Wojcik and Trustee Yakes see the resolution as a good faith measure, since the deadline is quickly approaching. Trustee Molinare asked if it would be a good idea to discuss this with Klein, Thorpe, and Jenkins. Director Musil shared that he reached out to KTJ after last month's meeting, and they recommend adopting this resolution and a transition plan. Trustee Augustyniak stated this could protect the library from litigation. Director Musil shared if adopted, we could show we are moving towards the changes required by law. President Hess-Wojcik sees the value in having these documents in place. Treasurer Daniels shared his concern about adopting a resolution outside of the Board's typical practice.

Assistant Director Schroeder shared that the library has been working to identify digital accessibility issues, including the library website since 2024, even though the topic was not brought to the attention of the Board until late January 2026 with only a short time until the compliance date of April 2026. The Library's Marketing Department first attempted to work with the existing web developer to remediate known issues. To identify and determine the depth of further issues, the library performed an audit in July 2025. She shared that the process of making these changes would be lengthy and costly with the existing developer. Trustee Molinare asked about the possibility of creating a policy for cybersecurity. Treasurer Daniels stated the policy could be added to the library's website policy (if it exists) or be a part of a newly created website policy. Assistant Director Schroeder suggested that the Board could consider including Digital and Website Accessibility in a policy regarding the Americans with Disabilities Act. Treasurer Daniels

recommended writing the policy to broadly cover the library's commitment to adhering to the ADA. The Board has requested Director Musil and Assistant Director Schroeder draft an ADA Policy which would be reviewed by Klein, Thorpe, and Jenkins. Trustee Yakes moved to Adopt a Resolution Adopting the Web Content Accessibility Guidelines Version 2.1, Level AA as the Tinley Park Public Library's Digital Accessibility Standard. Trustee Augustyniak seconded. Roll Call Vote: Ayes: Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare. Motion fails.

Motion to Adopt Web Content Accessibility Guidelines (WCAG) 2.1 Level AA Digital Accessibility Transition Plan.

Secretary Stern moved to Adopt Web Content Accessibility Guidelines 2.1 Level AA Digital Accessibility Transition Plan. Vice-President Herman seconded. Secretary Stern asked about removing the compliance date from the plan. Treasurer Daniels would like Phase 3 removed from the plan, stating that a transition plan implies an end date once the transition has been completed. Anything dealing with the ongoing and regular maintenance of the website post-transition would not be part of the transition, and therefore, should not be part of a transition plan. He also suggested Phase 2 be called Remediation, in place of Secondary Remediation. President Hess-Wojcik shared it is better to remove Phase 3 because it shows what content is being given priority. Secretary Stern moved to amend the motion by removing the date and Phase 3 from the guidelines. Trustee Yakes seconded. Trustee Molinare then mentioned that Phase 3 addressed what to do with non-priority content, and that non-priority content should be folded into Phase 2 and addressed after priority content and should only be named remediation. Secretary Stern moved to Adopt the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA Digital Accessibility Transition Plan with the changes as stipulated. Vice-President Herman seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Motion carried.

Approval of Revisions to Section 203.5 Diversity, Equity, and Inclusion in the Workplace Policy in the Employee Personnel Policies and Procedures Handbook.

Trustee Yakes moved to approve the revisions to Section 203.5 Diversity, Equity, and Inclusion in the Workplace Policy in the Employee Personnel Policies and Procedures Handbook. Vice-President Herman seconded. Treasurer Daniels would like to have the word representation removed from point 2 based on the supporting documents that the Library Director provided, stated were the catalyst for the updates, and stated were relied on to guide the updates (see Office of the Attorney General memo dated 07/29/2025 at pages 7,8,9). Based on the content of the same supporting documents provided to the Board by the Library Director, Treasurer Daniels also suggested DEI training could be a complicated issue and a requirement or mandate to provide such training should be removed (see Office of the Attorney General memo dated 07/29/2025 at pages 5,6,7,8,9). President Hess-Wojcik said to strike the second point. Trustee Molinare moved to approve the Revisions to Section 203.5 Diversity, Equity, and Inclusion in the Workplace Policy in the Employee Personnel Policies and Procedures Handbook with revisions as presented. Trustee

Yakes seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Consent Agenda-Informational Discussion.

This was an informational item discussing the possibility of using a consent agenda to approve multiple items at once. The Board felt that while a good idea, most items would need to be discussed. President Hess-Wojcik and Director Musil would put this agenda together if it is to be used. At this time, the Board does not think they would use this, but President Hess-Wojcik will keep track of things to see if it might be used in the future.

**OLD BUSINESS**

Approval of proposal from Desert Wing Designs for Website Redesign and Accessibility Compliance with WCAG 2.1 AA Standards in the Dollar Amount of \$65,820.00. Desert Wing Proposal, Equalizer Digital Proposal, Propeller Media Works Proposal, and Monkee-Boy Proposal.

There was a lengthy discussion amongst the Board members. Treasurer Daniels expressed concerns about the memo provided comparing the website proposals because it still does not sufficiently address the website redesign aspect of the project as requested at the previous meeting, and the metrics included by the Library Director as important for measuring website performance showed a material drop in the Library's website performance for all options to be considered. The Board discussed multiple factors and possibilities with Assistant Director Schroeder and Director Musil. Assistant Director Schroeder expressed her confidence in Desert Wing as being the vendor best suited to redesign the website. The Board inquired about the Lighthouse scores included in the memo, and some Trustees expressed concerns about the low performance scores on all of the vendors' marketing sites compared to the library website's existing performance score. It was agreed that the performance speed be an important item to work into the contract moving forward. Trustee Yakes moved to approve the Proposal from Desert Wing Designs for Website Redesign and Accessibility Compliance with WCAG 2.1 AA Standards in the Dollar Amount of \$65,820.00 with the stipulation that a higher performance score be added to the contract. Vice-President Herman seconded. Roll Call Vote: Ayes: Chuck Augustyniak, Leah Herman, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: Brad Daniels, Joe Molinare. Motion carried.

**EXECUTIVE SESSION**

The planned Executive Session will be moved to the next meeting due to time constraints.

**TRUSTEE COMMENTS**

Chuck Augustyniak-No comment.

Brad Daniels-For the record, Treasurer Daniels indicated support for website accessibility updates as soon as possible but voted no because he felt options should be vetted further.

Leah Herman-No comment.

Joe Molinare-Trustee Molinare indicated support for website accessibility but voted no on the because he felt more information is needed.

Elizabeth Stern-No comment.

Gloria Yakes- Trustee Yakes appreciated tonight's discussion. The Board members came up with questions she does not always think of.

Laura Hess-Wojcik-No comment.

**ADJOURNMENT**

Trustee Augustyniak moved to adjourn the meeting at 8:40 pm. Vice-President Herman seconded. Ayes: All Nays: None. Motion carried.

NEXT MEETING

Wednesday, March 25, 2026 @ 6:30pm.

Respectfully submitted,

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Secretary

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President