

TINLEY PARK PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

March 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
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

Cosmo, YAC representative, was in attendance. Tom Roesner, Tinley Park resident, was present. He shared he is pleased with the library and staff. He thinks the resources are crazy good, and everything is free. He thanked the Board for listening.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Approval of February 25, 2026 Committee of the Whole Meeting Minutes.

Trustee Yakes moved to approve the February 25, 2026 Committee of the Whole Meeting Minutes. Trustee Augustyniak seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of February 25, 2026 Regular Board Meeting Minutes.

Treasurer Daniels moved to approve the February 25, 2026 Regular Board Meeting Minutes. Trustee Augustyniak seconded. Treasurer Daniels stated he would like to amend the minutes. He shared copies of the proposed changes with those present at the meeting. Treasurer Daniels moved to approve the February 25, 2026 Regular Board Meeting Minutes with his proposed edits. Trustee Yakes seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Motion carried.

CORRESPONDENCE

No correspondence.

FINANCIAL REPORT

Approval of February 2026 Financial Report.

Treasurer Daniels moved to approve the February 2026 Financial Report. Trustee Augustyniak seconded. Roll Call Vote: Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of February 2026 Bills List totaling \$373,080.31.

Trustee Yakes moved to approve the February 2026 Bills List totaling \$373,080.31. Vice-President Herman seconded. Roll Call Vote: Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

ADMINISTRATIVE REPORT

Director's Report.

Director Musil shared that Sikich, the Library's auditor, is preparing for the FY2026 audit. One change this year is that the fraud questionnaire will be expanding from 7 to 8 questions to 15 to 20. All trustees will still receive the questionnaire, but rather than having everyone complete it, Sikich will be looking to meet with several trustees over Teams. Regardless of whether Sikich selects a trustee for a meeting, any trustee will be able to request a meeting. Sikich does not plan to begin this fieldwork until mid-July.

Assistant Director's Report.

The Assistant Director's report was noted.

Village Intergovernmental Agreement Updates.

Director Musil said there is no update to the agreement. The Village is working on an internal review and would like to include all the services provided to the library, not just the accounting services. Director Musil will remove this item from future Board meeting agendas until an update is received. He will share any further information and updates he receives with the Board in his Director's report.

February 2026 Statistics.

The February 2026 Statistics were noted.

Orland Hills Board Meeting.

Payments were received from the Orland Hills Public Library District for the Capital Contribution, Services Contract, and the Digital Navigator grant.

Staff Updates.

There are no staff updates this month.

Building and Grounds.

Director Musil shared the back-up generator has been repaired. Vice-President Herman asked if new banners would be put up in the parking lot. Director Musil shared that the Marketing & Public Relations Department is planning to order replacement banners.

Prairie Garden & Story Walk Project Updates.

Director Musil shared work has resumed as of Monday. Vice-President Herman hopes for good weather. President Hess-Wojcik asked if the target completion date is still the end of July. Director Musil confirmed that is the intention.

Youth Advisory Council Report

Cosmo shared there have been tons of activities. They shared a scrapbook that was made at a recent program with Ms. Blitstein, with pages made by YAC members to share favorite things about the library. There have been a lot of discussions about ways to get more teens involved in the Fall Fandom Fest, Fairy Tale Theater, and many other upcoming events. YAC just celebrated its 30th anniversary. It has been suggested to have a monthly calendar on social media of upcoming events with a link to sign up for programs. The summer Fairy Tale Theater play has been selected. It will be the Princess and the Pea of which they will be the Student Director.

Friends of the Library Report.

President Hess-Wojcik noticed minutes had been supplied. Director Musil shared the group is looking to revise their by-laws and have officer elections in May. Some Fall Fandom Fest members will be attending the Friends April meeting.

Departmental Report.

President Hess-Wojcik shared she noticed X and Bluesky have been added back in the social media posts. Treasurer Daniels asked if there is any additional cost for these platforms. Director Musil shared there is not, though it may be harder to get statistical information. Treasurer Daniels noted that maintaining a presence on these platforms is more important than analytics.

Program Publicity Report.

The report was noted.

EXECUTIVE SESSION

5 ILCS 120/2c (1)-The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Trustee Yakes moved to adjourn to executive session at 7:00 pm. Trustee Molinare seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Trustee Augustyniak moved to resume the Regular Board meeting at 7:54 pm. Treasurer Daniels seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

NEW BUSINESS

Approval of the FY2027 Budget in the Amount of \$8,391,500.00.

Director Musil shared the information has not changed from what was presented at the Committee of the Whole meeting in February. He shared the information from the Peer Libraries Comparisons that were requested. Treasurer Daniels would like to see this information next year as well. He also asked if the budgets from the peer libraries could also be supplied for FY2025. Trustee Molinare shared the per capita numbers are doing well and finds this most relevant. Trustee Yakes found the report helpful and likes that it shows we have high numbers on collection spending. Treasurer Daniels moved to approve the FY2027 Budget in the Amount of \$8,381,500.00 as presented. Trustee Augustyniak seconded. Roll Call Vote: Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of Staff Compensation Increases for FY2027.

President Hess-Wojcik shared the statistics show more than 50% of staff received the exceeds expectations last year. Trustee Augustyniak stated the bar may need to be moved a little bit. Treasurer Daniels feels this should not become the pattern, if everyone exceeds there is no longer an exceeds expectations. Director Musil noted that last year's higher number of exceeds expectations ratings was an exception due to the renovation and would not be a recurring pattern.

Trustee Molinare motioned to approve staff compensation increases for FY2027 as presented by Administration. Trustee Augustyniak seconded.

Performance Evaluation Rating	Merit Increase
Needs Improvement	0.0%
Solid Performer	3.3%
Exceeds Expectations	3.8%

Employees over their salary maximum will not be eligible for a merit increase and would instead receive a lump sum bonus equal to the Solid Performer merit increase.

Roll Call Vote: Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of Library Director Compensation Increase for FY2027.

Treasure Daniels moved to approve an increase of 3.5% for the Library Director for FY2027. Trustee Augustyniak seconded the motion. Roll Call Vote: Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of Resolution Authorizing Library Board Meeting Dates for FY2027.

Trustee Yakes moved to approve the Resolution Authorizing Library Board Meeting Dates for FY2027. Vice-President Herman seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of 2027 Library Holiday Schedule.

Trustee Molinare asked if this is the same schedule as last year. Director Musil shared it is the same. Vice-President Herman moved to Approve the 2027 Library Holiday Schedule. Trustee Molinare seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of Revisions to Unattended Children Policy.

Director Musil shared this is an ongoing review of policies that have not been revisited in a while. Board members asked a few questions about the policy such as frequency of occurrences and policies to ban over egregious behavior. Trustee Augustyniak moved to Approve the Revisions to the Unattended Children Policy. Vice-President Herman seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of Revisions to Privacy Policy.

Trustee Augustyniak moved to Approve the Revisions to the Privacy Policy. Trustee Yakes seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of Revisions to Photography & Video Policy.

Trustee Yakes moved to Approve Revisions to the Photography & Video Policy. Trustee Augustyniak seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of Accessibility & ADA Policy.

Director Musil shared this policy was created at the Board's direction. There was discussion amongst the Board members. Trustee Molinare moved to Approve the Accessibility & ADA Policy. Vice-President Herman seconded. Ayes: Chuck Augustyniak, Brad Daniels, Leah Herman, Joe Molinare, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

OLD BUSINESS

There was no old business.

TRUSTEE COMMENTS

Chuck Augustyniak-Trustee Augustyniak wanted members to be aware of a music festival July 3-5, 2026. Director Musil shared the meeting room has already been booked for the Village's use for those dates.

Brad Daniels-No comment

Leah Herman-Vice-President Herman thanked Director Musil, Assistant Director Schroeder and Business Office Assistant Schulien for all they do.

Joe Molinare-Trustee Molinare thanked Director Musil and Assistant Director Schroeder for all their hard work putting this together.

Gloria Yakes-Trustee Yakes asked a question about FOIA procedures.

Laura Hess-Wojcik-President Hess-Wojcik reminded Board members to file their Ethics Statements. They will be fined if not completed by May 1, 2026.

ADJOURNMENT

Trustee Augustyniak moved to adjourn the meeting at 8:12 pm. Vice-President Herman seconded. Ayes: All Nays: None. Motion carried.

NEXT MEETING:

April 22, 2027 at 6:30 pm.

Respectfully submitted,

Secretary

President