TINLEY PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

June 24, 2026 – 6:30 p.m.
First Floor Computer Classroom

MEMBERS PRESENT

Chuck Augustyniak, Trustee

Leah Herman, Vice-President

Joe Molinare, Trustee

Elizabeth Stern-Secretary

Gloria Yakes, Trustee

Laura Hess-Wojcik, President

MEMBERS ABSENT

Brad Daniels, Treasurer

LIBRARY STAFF PRESENT

Zach Musil, Director

Sarah Schroeder, Assistant Director

Jennifer Schulien, Business Office Assistant

Bob Serafino, Facilities Manager

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

Bob Serafino, Facilities Manager, was present.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Approval of May 27, 2026 Regular Board Meeting Minutes.

Trustee Yakes moved to approve the May 27, 2026 Regular Board Meeting Minutes. Trustee Augustyniak seconded. President Hess-Wojcik asked if we customarily name members who are absent from the meetings. It was agreed that this is supposed to be listed in the minutes. Trustee Yakes moved to approve the May 27, 2026 Regular Board Meeting Minutes with corrections. Secretary Stern seconded. Ayes: Chuck Augustyniak, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes. Nays: None. Abstentions: Laura Hess-Wojcik. Motion carried.

CORRESPONDENCE

Illinois Secretary of State FY2026 Per Capita Grant Award Letter-Tinley Park Public Library and Orland Hills Public Library District.

Director Musil shared these letters were received. The funds have not been received. He shared how this process works for the Board members.

FINANCIAL REPORT

Approval of May 2026 Financial Report.

Trustee Yakes moved to approve the May 2026 Financial Report. Vice-President Herman seconded. Roll Call Vote: Ayes: Chuck Augustyniak, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of May 2026 Bills List totaling $583,642.88.

Vice-President Herman moved to approve the May 2026 Bills List totaling $583,642.88. Trustee Molinare seconded. Roll Call Vote: Ayes: Chuck Augustyniak, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Approval of Annual Library Accounting Charge Invoice from the Village of Tinley Park in the Amount of $90,000.00.

Trustee Augustyniak moved to Approve the Annual Library Accounting Charge Invoice from the Village of Tinley Park in the amount of $90,000.00 Vice-President Herman seconded. Director Musil provided background regarding the invoice and the status of the proposed Intergovernmental Agreement. The Board discussed the matter with Director Musil and Assistant Director Schroeder. Following discussion, the Board directed Library Administration to communicate the Board’s position to the Village in a prepared statement, conduct additional review, and return to the Board with further information. Roll

Call Vote: Ayes: None. Nays: Chuck Augustyniak, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Motion fails.

ADMINISTRATIVE REPORT

Director's Report.

Facilities Manager, Bob Serafino, explained the recent conversion of fluorescent lighting to LED lighting in the Library's staff work areas. He noted that the LED fixtures are guaranteed for five years and discussed ComEd's energy efficiency incentives, which made it advantageous to complete the staff area upgrades at this time. Facilities Manager Serafino also shared that the Library hopes to complete similar upgrades in the public areas through these ComEd incentives. Director Musil explained that, while the LED lighting upgrades were not specifically budgeted in FY27, the Capital Fund included funding for miscellaneous building improvements and, based on the overall capital budget, historic spending trends, and the ability to defer sealcoating and striping the parking lot until next year, he believed the Capital Fund could absorb the cost. Changing the lights in the public-facing areas would result in a savings of $15,707.00 through available ComEd incentives. The Board was supportive of proceeding with the lighting upgrade. The Board also discussed exploring the development of a spending policy to formalize practices.

Assistant Director's Report.

Assistant Director Schroeder's report was noted.

May 2026 Statistics.

The May 2026 Statistics were noted.

Orland Hills Board Meeting.

No report.

Staff Updates.

Daniel Hudson, Jr., Part-Time Computer Assistant, began their position on June 22, 2026.

Building and Grounds.

Facilities Manager Serafino shared the elevator inspection happened recently and passed. There was some damage to the roof with the recent storms which have also been repaired. Quotes for the Bookmobile repairs are still being sought. The flagpoles will be repaired in the next few weeks.

Prairie Garden & Story Walk Project Updates.

The project is moving along. Some concrete work still needs to be finished. Planting may happen in the fall or spring, depending on the plants. Secretary Stern suggested having a ribbon cutting ceremony when the project is finished.

Youth Advisory Council Report

No report.

Friends of the Library Report.

Director Musil shared the new Friends Board recently revised their bylaws and are exploring becoming a 501c3, which could change how they accept payments. Director Musil is excited to see what comes next.

Departmental Report.

The report was noted.

Program Publicity Report.

Director Musil shared someone local made a TikTok featuring the library. Assistant Director Schroeder said she would share this after the meeting.

NEW BUSINESS

Semi-Annual Review and Approval of Closed Session Minutes.

After review, Library Board Secretary Stern recommends keeping closed the following Closed Session Minutes:

November 2, 2020; January 30, 2021; February 20, 2021; February 24, 2021; at 7:03 pm; March 27, 2024, at 7:44 pm; June 26, 2024; September 25, 2024; October 23, 2024; December 4, 2024; March 26, 2025; July 23, 2025, at 6:35 pm; July 23, 2025, at 8:09 pm; and August 19, 2025.

After review, Library Board Secretary Stern recommends opening the following Closed Session Minutes:

March 27, 2025, at 6:02 pm and April 24, 2024.

Trustee Augustyniak moved to approve Secretary Stern's recommendations for Closed Session Minutes. Trustee Yakes seconded. Ayes: Chuck Augustyniak, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: None. Motion carried.

Motion to Rescind Prior Approval of Proposal from Desert Wing Design for Website Redesign and Accessibility Compliance Project and Authorize Library Administration to Pursue Alternative Vendor Options.

Director Musil informed the Board that Desert Wing Design was no longer able to proceed with the website redesign project following contract negotiations involving insurance and liability matters. He further shared that Library Administration had already begun contacting previously identified vendors and evaluating additional vendor options. The Board directed Library Administration to present vendors previously considered during the original process, along with one or two additional vendors, for the Board's consideration at the July 22 meeting. The Board also requested examples of websites developed by each vendor. Trustee Yakes moved to Authorize Library Administration to Pursue Alternative Vendor

Options. Trustee Augustyniak seconded. Ayes: Chuck Augustyniak, Leah Herman, Joe Molinare, Elizabeth Stern, Gloria Yakes, Laura Hess-Wojcik. Nays: none. Motion carried.

Review and Discussion of Proposed Strategic Planning Framework, Process, and Timeline.

Director Musil wanted to let the Board know about this planning cycle. He and Assistant Director Schroeder have been in contact with HR Source regarding the public survey which will be launched in September. If there is anything the Board would like to see in the survey, please let Director Musil know.

Review and Discussion of Proposed Board Bylaw Revisions.

Director Musil and Assistant Director Schroeder reviewed all the proposed revisions with the Board. The Bylaw revisions will be given to Klein, Thorpe, and Jenkins for review.

OLD BUSINESS

There was no Old Business.

EXECUTIVE SESSION

There was no Executive Session.

TRUSTEE COMMENTS

Chuck Augustyniak-Trustee Augustyniak asked about the election terms. Director Musil will get all the appropriate date information to the Board members but will not be able to get too involved in the election details.

Leah Herman-No comment.

Joe Molinare-No comment.

Elizabeth Stern-Secretary Stern thanked the Friends of the Library for their support of the Summer Celebration. She also shared some election information with the Board members needing to run.

Gloria Yakes-Trustee Yakes was very pleased with the Summer Celebration.

Laura Hess-Wojcik- No comment.

ADJOURNMENT

Trustee Augustyniak moved to adjourn the meeting at 8:29 pm. Vice-President Herman seconded. Ayes: All Nays: None. Motion carried.

NEXT MEETING:

July 22, 2026 at 6:30 pm.

Respectfully submitted,

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Secretary

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President