

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF DIRECTORS
MINUTES OF THE BOARD MEETING:
August 26, 2021**

A. Call to Order:

President Fanselow called the meeting to order at 7:00 PM.

B. Pledge of Allegiance

C. Roll Call:

Present: Diana Caffero, Audrey Fanselow, Earl Gilpin, Karen Lima,
Diane Morioka, Daniel Sliwicki, and Jennifer Yarnell

Also Present: Terri Sheridan, Village Trustee-Library Liaison, Laura Williams, Interim Director,
Joanna Lukis, Programs Director

A quorum was present.

D. Approval of Minutes from Previous Meetings

1. Minutes from Regular Meeting of July 22, 2021

A MOTION was made by Karen Lima and seconded by Diana Caffero to approve the minutes from July 22, 2021. Motion carried unanimously.

E. Guest and Public Commentary

F. Financial Report

1. Treasurer's Report August 2021

A MOTION was made by Diane Morioka and seconded by Earl Gilpin to approve the Treasurer's Report for August 2021 for checks #30780 through #30809 totaling \$32,283.81 from the General Revenue Fund. Motion carried unanimously.

Trustee Fanselow inquired about the payroll not included in the report. Interim Director Williams stated the payroll invoice would be included for next month as it was not received in time to be included in the August Treasurer's report.

Trustee Caffero asked about the negative percentage remaining for professional services.

2. Surety Bond

G. Librarians report

1. Librarian's Report July 2021

A MOTION was made by Jennifer Yarnell and seconded by Karen Lima to approve the Librarian's Report for July 2021. Motion carried unanimously.

Interim Director Williams stated the library will be hosting a 9/11 poster exhibition through the month of September courtesy of the 9/11 Memorial and Museum.

Programs Director Lukis reviewed the Summer Reading program participation statistics and presented on the following upcoming programs: September Storywalk, Library Card Sign-up month, and Tie Dye program. The Book Discussion program will resume in October. Upon discussion with Library Administration, Programs Director Lukis stated the Children's World open house tentatively scheduled for Fall 2021 will be postponed again due to the pandemic.

Trustee Caffero suggested the school services presentation from last year be submitted to the school district once again as it offered valuable information about library services.

H. Committees Reports

1. Policy Review Schedule

A schedule of policies to be reviewed was distributed. The Interlibrary Loan Policy first reading will be included in the September board packet.

I. Old Business

1. HVAC Update

The thermostats were replaced and calibrated in the Director's office and Historical Commission office due to not being in working order.

J. Executive Session

1. To Conduct a Review of Closed Session Minutes

No closed session minutes to be reviewed.

K. New Business

1. Action of Review of Closed Session Minutes

No closed session minutes to be reviewed.

2. Parking Lot Request from Comfort Suites

Comfort Suites requested to use the library lot after hours. A discussion ensued regarding the request. The Use of Library Facilities policy is scheduled for review in October 2021. Upon policy approval the request will be reviewed again. Interim Director Williams will reach out to Comfort Suites to provide an update regarding their request.

3. 2022 Holidays

A MOTION was made by Jennifer Yarnell and seconded by Diane Morioka to approve the 2022 Holidays as presented. Motion carried unanimously.

4. 2022 Board Meetings

A MOTION was made by Diana Caffero and seconded by Earl Gilpin to approve the 2022 Board Meetings as presented. Motion carried unanimously.

L. Communications

1. Illinois State Library Grant Opportunity

The library applied for the Illinois State Library Digital Inclusion Grant to offer patrons a Technology Lending Program to circulate hotspots, Chromebooks, and iPads.

M. Trustee Comments - Non Agenda Items

Trustee Lima stated she enjoyed the Stuffed Animal Sleepover program and commended library staff on the details of the program.

Trustee Gilpin read the following patron suggestions from the suggestion box which the library will look into:

Suggestion to purchase the Terupt Series

Suggestion to circulate Roku devices

Trustee Sliwicki inquired about library trustees obtaining fobs to the library building. A discussion ensued regarding the inquiry.

N. Adjournment

A MOTION was made by Jennifer Yarnell and seconded by Diane Morioka to adjourn the meeting at 7:59 p.m. Motion carried unanimously.

- O.** The next Board Meeting will be September 23, 2021 at 7:00 p.m.

Respectfully submitted,

Jennifer Yarnell

Secretary