

Steger-South Chicago Heights Public Library
Board of Trustees,
Minutes of the March 22, 2024 Regular Meeting

President Holecek-Sherman called the meeting to order at 7:08 PM.

ROLL CALL:

Present: Fiorenzo, Holecek-Sherman, Johnson, Joyce, Nyhanna, Rule, Stanton

Absent:

Also Present: Jennifer Cutshall, Library Director

PUBLIC COMMENTS:

None

MINUTES:

Trustee Joyce made a motion, and Trustee Stanton seconded the motion to approve the minutes from the February 15, 2024 regular meeting as presented. Upon a voice vote, the motion passed.

CORRESPONDENCE:

None.

FINANCIAL REPORT:

Trustee Joyce made a motion and Trustee Nyhanna seconded that the Board approve the March 2024 Claims List for \$3,803.10, the petty cash for \$1,696.67, the debit card for \$5,4410.29 and the IMRF for \$2,737.39 (Library = \$1,368.53 and Employee = \$1,004.86). Upon a roll call vote the motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Johnson, Joyce, Nyhanna, Rule, Stanton

Nays: 0

Trustee Holecek-Sherman made a motion and Trustee Stanton seconded that the Board approve the March 2022 Claims list for \$7,391.11, the petty cash for \$0.00, the debit card for \$3,643.53 and the IMRF for \$1,848.89 (Library = \$1,118.89 and Employee = \$730.00). Upon a roll call vote the motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Johnson, Joyce, Nyhanna, Rule, Stanton

Nays: 0

LIBRARIAN'S REPORT:

Director Cutshall submitted to the board her letter of resignation, effective April 30th, 2024.

LIBRARIAN'S REPORT
February 2024

AUTOMATION:

Carlos performed regularly scheduled maintenance and updates. Jess updated and maintained our website and social media.

BUILDING MAINTENANCE:

- Ron Cutshall repaired and/or replaced bathroom door locks, ceiling tiles and lightbulbs.
- I continued working with TTS Granite toward the completion of the Marie Room project.

PERSONNEL:

The Library welcomed Betty Haynes and Sarah Weiner as our two newest Circulation Clerks. Annamarie Christofanelli accepted a RPTe position in Circulation. Shay Redden accepted the position of Head of Circulation.

PROGRAMS:

In February, we offered **18** programs. **Knit & Crochet** was our most popular and **Device Advice** was busy as usual. We also began offering monthly **Chess Club** again, as well as a monthly **Movie Night**.

OTHER:

- The 2024 ILLINET was submitted.
- The 2024 Illinois Library State Certification was submitted.

MEETINGS:

I attended the following:

- Personnel Committee on February 2
- SWAN on February 6
- SLAM on February 8
- Kiwanis on February 13 & 27

COMMITTEE REPORTS:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

Trustee Joyce motioned and Trustee Johnson seconded to change the Library's open hours to include Fridays from 10:00am until 5:00pm. Following a roll call vote, the motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Johnson, Joyce, Nyhanna, Rule, Stanton

Nays: 0

Trustee Stanton motioned and Trustee Johnson seconded to update the Borrowing Privileges Policy as presented. Following a roll call vote, the motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Johnson, Joyce, Nyhanna, Rule, Stanton

Nays: 0

TRUSTEE DISCUSSION:

Trustees discussed Statement of Economic Interests Forms.

ADJOURNMENT:

Trustee Joyce made a motion and Trustee Nyhanna seconded to adjourn the meeting. Upon a voice vote the motion passed. The meeting was adjourned at 7:21 PM.

Secretary's Signature