

**Steger-South Chicago Heights Public Library
Board of Trustees
Minutes of the July 20, 2023 Regular Meeting**

President Holecek-Sherman called the meeting to order at 7:10 pm.

ROLL CALL:

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

Absent: Fiorenzo, Hill

Also Present: Jennifer Cutshall, Library Director

PUBLIC COMMENTS:

None

MINUTES:

Trustee Stanton made a motion, and Trustee Johnson seconded the motion to approve the minutes from the June 15, 2023 Regular meeting as presented. Upon a voice vote, the motion passed.

CORRESPONDENCE:

None

FINANCIAL REPORT:

Trustee Nyhanna made a motion and Trustee Stanton seconded that the Board approve the July 2023 Claims list for \$12,004.77, the petty cash for \$490.45, the debit card for \$2,225.82 and the IMRF for \$3,042.56 {(Library (\$1,926.59) + Employee (\$1,115.97)}. Upon a roll call vote the motion passed.

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

Nays: 0

Absent: Fiorenzo, Hill

LIBRARIAN'S REPORT:

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June 2023**

AUTOMATION:

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

BUILDING MAINTENANCE:

Max Eaton replaced four dead bushes around the exterior of the library and added mulch throughout the landscaping. I continued to work through the bid process for the parking lot replacement.

PERSONNEL:

Ashleigh Thompson has returned as a Circulation Clerk for the summer months.

PROGRAMS:

In May, we offered **6** Youth programs with a total of **64** participants, and **2** passive programs for adults with a total of **20** participants. We circulated **1,522** items, books being the most popular. Our busiest day of the week was **Thursday** and we saw the most action during the **2 o'clock** hour.

OTHER:

MEETINGS:

I attended the following:

- Friends on May 8
- Kiwanis on May 9 & 23

- SLAM on May 11
- Friends on March 14
- ATLAS on May 17
- Zone on May 19
- Trustee Day on May 20

COMMITTEE REPORTS:

None

OLD BUSINESS:

None

NEW BUSINESS:

Trustee Johnson made a motion and Trustee Nyhanna seconded the motion to pass Ordinance 23-05: Ordinance Listing Board of Trustees of SSCHPL by Name, Address, Office, and Terms. Upon a voice call, motion carried.

Trustees reviewed Ordinance 23-06: Budget and Appropriation Ordinance.

Trustee Nyhanna made a motion to release all Executive Session minutes from the previous year. Trustee Stanton seconded. Upon a voice call, motion carried.

TRUSTEE DISCUSSION:

None

ADJOURNMENT:

Trustee Joyce made a motion and Trustee Stanton seconded to adjourn the meeting. Upon a voice vote the motion passed. The meeting was adjourned at 7:51 pm.

Secretary's Signature