

Steger-South Chicago Heights Public Library
Board of Trustees,
Minutes of the February 16, 2023 Regular Meeting

President Holecek-Sherman called the meeting to order at 7:11 PM.

ROLL CALL:

Present: Fiorenzo, Holecek-Sherman, Nyhanna, Stanton

Absent: Joyce

Also Present: Jennifer Cutshall, Library Director; Laura Hill; Winona Johnson

PUBLIC COMMENTS:

None

MINUTES:

Trustee Nyhanna made a motion, and Trustee Stanton seconded the motion to approve the minutes from the January 19, 2023 regular meeting as presented. Upon a voice vote, the motion passed.

CORRESPONDENCE:

None.

FINANCIAL REPORT:

Trustee Stanton made a motion and Trustee Nyhanna seconded that the Board approve the February 2023 Claims list for \$10,593.29, the petty cash for \$84.03, the debit card for \$4,542.34 and the IMRF for \$1,976.24 (Library = \$1,254.07 and Employee = \$722.17). Upon a roll call vote the motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Nyhanna, Stanton

Nays: 0

LIBRARIAN REPORT:

LIBRARIAN'S REPORT
January 2023

AUTOMATION:

Carlos performed regularly scheduled maintenance and updates.

BUILDING MAINTENANCE:

- Ron Cutshall removed our holiday decorations.
- Pat Gavin repaired the Men's urinal and the employee toilet.
- Aleck Plumbing flushed sediment out of the pipes.
- I continue to seek quotes for the parking lot project.

PERSONNEL:

None.

PROGRAMS:

In January, we offered **6** Youth programs with a total of **41** participants. **1,443** of our items were circulated, books being the most popular. We offered **4** Adult Programs with a total of **40** participants. Our website had over **2,200** views and our Facebook reach was over **4,000**. Our busiest day of the week was **Tuesday** and we saw the most action during the **2 o'clock** hour.

OTHER:

- I worked with NFP Illinois toward completion of the annual audit.

Meetings:

I attended the following:

- ATLAS on January 18th
- SLAM on January 13
- Kiwanis on January 10 & 24
- Zone on January 20

COMMITTEE REPORTS:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

Trustee Stanton motioned and Trustee Nyhanna seconded to approve the FY2021-2022 Audit. Following a roll call vote, the motion passed.

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

Nays: 0

Trustee Stanton made a motion and Trustee Nyhanna seconded to approve the revisions to the Internet Access Policy as presented. Upon a voice vote, motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Nyhanna, Stanton

Nays: 0

Trustee Stanton made a motion and Trustee Nyhanna seconded to approve the revisions to the Internet/Computer User's Agreement as presented. Upon a voice vote, motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Nyhanna, Stanton

Nays: 0

Trustee Stanton made a motion and Trustee Nyhanna seconded to approve the revisions to the Public Comment Policy as presented. Upon a voice vote, motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Nyhanna, Stanton

Nays: 0

Trustee Nyhanna made a motion and Trustee Stanton seconded to go into Closed Session at 8:05 PM in accordance with 5 ILCS 120/2 (c) to discuss the Director's Annual Evaluation. Upon a voice call, the motion passed.

Trustee Nyhanna made a motion and Trustee Stanton seconded to go back into Open Session at 8:11 PM. Upon a voice call, motion carried.

Trustee Nyhanna made a motion and Trustee Holecek-Sherman seconded to increase the Director's annual salary to \$57,250, retroactive to December 17, 2022. Following a roll call vote, the motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Nyhanna, Stanton

Nays: 0

TRUSTEE DISCUSSION:

None.

ADJOURNMENT:

Trustee Fiorenzo made a motion and Trustee Nyhanna seconded to adjourn the meeting. Upon a voice vote the motion passed. The meeting was adjourned at 8:32 PM.

Secretary's Signature