

Steger-South Chicago Heights Public Library
Board of Trustees,
Minutes of the June 16, 2022 Regular Meeting

Vice President Holecek-Sherman called the meeting to order at 7:03 PM.

ROLL CALL:

Present: Fiorenzo, Holecek-Sherman, Nyhanna, Stanton

Absent: Thurmond

Also Present: Jennifer Cutshall, Library Director

PUBLIC COMMENTS:

None

MINUTES:

Trustee Nyhanna made a motion, and Trustee Stanton seconded the motion to approve the minutes from the May 19, 2022 regular meeting as presented. Upon a voice vote, the motion passed.

CORRESPONDENCE:

A letter from the Illinois State Library was reviewed.

FINANCIAL REPORT:

Trustee Perez made a motion and Trustee Joyce seconded that the Board approve the April 2022 Claims list for \$8,195.67, the petty cash for \$589.60, the debit card for \$2,913.61 and the IMRF for \$1,919.17 (Library = \$1,153.98 and Employee = \$765.19). Upon a roll call vote the motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Nyhanna, Stanton

Nays: 0

LIBRARIAN'S REPORT:

LIBRARIAN'S REPORT
May 2022

AUTOMATION:

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

BUILDING MAINTENANCE:

Gavin's Maintenance came and fixed a broken sink in the employee's bathroom.

PERSONNEL:

Two new Circulation Clerks have joined our staff, Evelyn and Meghan.

PROGRAMS:

In May, we offered **6** Youth programs with a total of **20** participants, and **8** programs for adults with a total of **198** participants, the Wildflower Seed program being the most popular. Our website had over **1,676** views and our Facebook reach was over **9,193**. We circulated **1,650** items, books being the most popular. Our busiest day of the week was **Monday** and we saw the most action during the **3 o'clock** hour. Our most popular checkouts were books from the Adult collection.

OTHER:

- Cook County Property Tax delay
- Illinois License Plate Stickers are now for sale at our front desk.
- Patrons are now able to register to vote at our library.

MEETINGS:

I attended the following:

- Friends on April 11
- Kiwanis on April 12 & 26
- SLAM on April 14
- Zone 5 on April 15
- FOIA webinar on April 19
- ATLAS on April 20
- Live and Learn Grant webinar on April 28

COMMITTEE REPORTS:

None.

OLD BUSINESS:

Trustee Nyhanna made a motion, and Trustee Stanton seconded the motion to approve the purchase of a security camera system from VST Security in the amount of \$5,695.00. Upon a roll call vote, motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Nyhanna, Stanton

Nays: 0

NEW BUSINESS:

Trustee Stanton made a motion and Trustee Nyhanna seconded the motion to pass Ordinance 22-01: Ordinance to Levy and Assess a Tax for Building and Maintenance Purposes. Upon a voice call, motion carried.

Trustee Nyhanna made a motion and Trustee Stanton seconded the motion to pass Ordinance 22-02: Ordinance of the Steger-South Chicago Heights Public Library District of Cook and Will Counties setting Meeting Times and Dates. After a voice call, motion carried.

Trustee Stanton made a motion and Trustee Fiorenzo seconded the motion to pass Ordinance 22-03: Authorization of Non-Resident Cards. After a voice call, motion carried.

Ordinance 22-06: Budget and Appropriations Ordinance was reviewed. It will be available for public inspection starting on July 5th. There will be a special meeting for the Budget and Appropriations Hearing on August 17th at 7:00pm.

Trustees reviewed the Copyright Restriction Policy, the Ethics Ordinance, the Freedom to Read Statement, and the Library Bill of Rights.

TRUSTEE DISCUSSION:

Trustees discussed making arrangements for upcoming committee meetings.

ADJOURNMENT:

Trustee Nyhanna made a motion and Trustee Holecek-Sherman seconded to adjourn the meeting. Upon a voice vote the motion passed. The meeting was adjourned at 8:01 PM.

Secretary's Signature