

Steger-South Chicago Heights Public Library  
Board of Trustees,  
Minutes of the May 19, 2022 Regular Meeting

Vice President Holecek-Sherman called the meeting to order at 7:09 PM.

**ROLL CALL:**

Present: Fiorenzo, Holecek-Sherman, Joyce, Nyhanna, Perez, Stanton

Absent: Thurmond

Also Present: Jennifer Cutshall, Library Director

**PUBLIC COMMENTS:**

None

**MINUTES:**

Trustee Nyhanna made a motion, and Trustee Perez seconded the motion to approve the minutes from the April 21, 2022 regular meeting as presented. Upon a voice vote, the motion passed.

**CORRESPONDENCE:**

Trustees reviewed a Thank You card received from Steger School District 194.

**FINANCIAL REPORT:**

Trustee Perez made a motion and Trustee Joyce seconded that the Board approve the April 2022 Claims list for \$6,442.86, the petty cash for \$357.30, the debit card for \$34,409.93 and the IMRF for \$2,217.63 (Library = \$1,306.29 and Employee = \$911.34). Upon a roll call vote the motion passed.

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

Nays: 0

**LIBRARIAN'S REPORT:**

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**April 2022**

**AUTOMATION:**

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

**BUILDING MAINTENANCE:**

Midwest Pest Solutions came and treated the building for ants. MERTS performed regularly scheduled maintenance. Ron Cutshall repaired furniture and shelving. I am continuing to seek bids to repave and repair our parking lot as well as for a new security camera system.

**PERSONNEL:**

Ashleigh will once again be joining our staff for the summer. Sal has given his resignation. We are interviewing for the Circ Clerk position.

**PROGRAMS:**

In April, we offered **7** Youth programs with a total of **86** participants, and **3** passive programs for adults with a total of **50** participants. Our website had over **1,650** views and our Facebook reach was over **5,130**. We circulated **1,821** 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. Our most popular checkouts were books from the Juvenile collection.

**OTHER:**

- Keep your eyes peeled for the Summer Newsletter, which will be in mailboxes any day now!

- Illinois License Plate Stickers are now for sale at our front desk.

**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:**

Discussion took place regarding the purchase of a new Security Camera System purchase, but no decision was made.

**NEW BUSINESS:**

None.

**TRUSTEE DISCUSSION:**

Trustees discussed making arrangements for upcoming committee meetings.

**ADJOURMENT:**

Trustee Nyhanna made a motion and Trustee Perez seconded to adjourn the meeting. Upon a voice vote the motion passed. The meeting was adjourned at 8:23 PM.

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Secretary's Signature