

Steger-South Chicago Heights Public Library  
Board of Trustees,  
Minutes of the June 15, 2023 Regular Meeting

Vice President Holecek-Sherman called the meeting to order at 7:01 PM.

**ROLL CALL:**

Present: Holecek-Sherman, Johnson, Joyce, Stanton

Absent: Hall, Fiorenzo, Nyhanna

Also Present: Jennifer Cutshall, Library Director; William Joyce

**PUBLIC COMMENTS:**

None

**MINUTES:**

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

**CORRESPONDENCE:**

The Per Capita Grant Award Letter and a card from State Rep. Anthony DeLuca were reviewed.

**FINANCIAL REPORT:**

Trustee Stanton made a motion and Trustee Johnson seconded that the Board approve the June Claims list for \$7,780.87, the petty cash for \$705.87, the debit card for \$3,678.30 and the IMRF for \$2,024.29 (Library = \$1,281.91 and Employee = \$742.38). Upon a roll call vote the motion passed.

Ayes: Holecek-Sherman, Johnson, Joyce, Stanton

Nays: 0

**LIBRARIAN'S REPORT:**

**LIBRARIAN'S REPORT  
May 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.

**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 Stanton made a motion and Trustee Joyce seconded the motion to pass Ordinance 23-01: Ordinance to Levy and Assess a Tax for Building and Maintenance Purposes. Upon a voice call, motion carried.

Trustee Johnson made a motion and Trustee Stanton seconded the motion to pass Ordinance 23-02: 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 23-03: Authorization of Non-Resident Cards. After a voice call, motion carried.

Ordinance 23-06: 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 17<sup>th</sup> 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:**

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 7:37 PM.

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Secretary's Signature