

PALOS PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES OF REGULAR MEETING
Wednesday, January 18, 2023

A quorum was met for the January 18, 2023 meeting of the Palos Park Public Library Board of Trustees. Present: Gurb Ahluwalia, Jennifer Gallagher, Kathy Branigan, Mary Lou Bareither, Terri Kachinsky and Amanda Neely. Also present Library Director Kathryn Sofianos.

The meeting was called to order at 5:05 pm.

Comments

None

Approve the Minutes of the Regular Board Meeting of November 16, 2022

Mary Lou Bareither made a motion to approve the minutes of the November 16, 2022 Meeting. Jennifer Gallagher seconded. Vote was taken and motion passed unanimously.

Approve the Minutes of the Regular Board Meeting of December 14, 2022

Mary Lou Bareither made a motion to approve the minutes of the December 14, 2022 Meeting. Kathy Branigan seconded. Vote was taken and motion passed unanimously.

Correspondence

None

Library Director's Report

- A staff meeting was held on November 18th. The following topics were discussed: MFA for library email accounts, the staff training portal, SWAN support, book sale results, the upcoming magazine sale, STEAM programming for juveniles and tweens, senior tablets, and the new strategic plan. The date for the next staff meeting is February 17, 2023. The meeting will focus on safety and security in the library.
- The library participated in the community tree decorating contest. This year the theme was "Oceans of Possibilities," a continuation of our summer theme.
- During the months of November and December, the library held a hat and mitten drive for the Crisis Center of South Suburbia, accepted donations for the Palos Park Police Cadet Food Drive and Tinley Park P.A.W.S., and accepted broken Christmas lights for Stagg High School's International Students Club recycling project.
- An all-ages Winter Reading Challenge began on January 1st. "Smitten with Reading" will run until February 18th. Participants who submit a completed library bingo card will be entered in a prize drawing.
- Drywall was patched, sanded, and painted in the youth services department and staff washroom. Two outdoor parking lot pole lights were replaced and the light that was malfunctioning above the outside door of the community room was fixed. The inner

automated entrance door was repaired and Nicor was contacted about placing a protective barrier around the gas meter.

Review of the Monthly Financial Reports

a. Payment of Bills for November 17, 2022 through December 21, 2022

A motion was made by Gurp Ahluwalia to approve the payment of bills. Amanda Neely seconded. Vote was taken by roll call and motion passed unanimously.

b. Payment of Bills for December 22, 2022 through January 18, 2023

A motion was made by Gurp Ahluwalia to approve the payment of bills. Amanda Neely seconded. Vote was taken by roll call and motion passed unanimously.

c. Monthly Statement for November 2022

A motion was made by Gurp Ahluwalia to approve the monthly statement for November 2022. Mary Lou Bareither seconded. Vote was taken by roll call and motion passed unanimously.

d. Monthly Statement for December 2022

A motion was made by Gurp Ahluwalia to approve the monthly statement for December 2022. Mary Lou Bareither seconded. Vote was taken by roll call and motion passed unanimously.

e. IMET Account

A discussion was held concerning the status of the Library's IMET account. The consensus of the Board is to continue the way we have been and not make any changes at this time.

Unfinished Business

a. Paid Sick Leave Policy

A motion was made by Mary Lou Bareither to terminate the Paid Sick Leave Policy Due to Covid. Jennifer Gallagher seconded. The vote was taken, and motion passed unanimously.

b. Strategic Plan

Kathryn is in the process of creating a draft of the next steps in the Strategic Plan and will be emailing it to all Board members. Opportunity for input, etc. will be on next month's agenda.

New Business

Mary Lou Bareither made a motion to approve the Library closing on Friday, February 17, 2023 from 9:30am to 1:00pm for a Staff Meeting. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

Executive Session

None

Adjournment

Mary Lou Bareither made a motion to adjourn the meeting at 6:42pm. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.