

Palos Park Public Library
BOARD OF TRUSTEES MINUTES REGULAR MEETING
Wednesday, March 17, 2021
Virtual

A quorum was met for the March 17, 2021 meeting of the Palos Park Library Board. Present: Kathy Branigan, Mary Lou Bareither, Jennifer Gallagher, and Gurp Ahluwalia. Absent: Kathy Finan and Michael T. Tannura. Also present: Kathryn Sofianos, Library Director.

Call to Order

The meeting was called to order at 5:11pm.

Public Comments

There were no public comments.

Approve the Minutes of the Regular Board Meeting of February 17, 2021

Kathy Branigan made a motion to approve the Secretary's Minutes of the February 17, 2021 Board Meeting. Mary Lou Bareither seconded. Vote was taken by roll call and motion passed unanimously.

Correspondence

The Library received an email from Jessica Loftus, the widow of Jack Murray. Many patrons knew Jack or were avid readers of his articles in the Regional and Daily Southtown. Jessica is in the process of crafting a book of Jack Murray's best writings as a memorial tribute to him. In June, she will be donating copies of the book to the library for patrons.

Library Director's Report

The interior LED lights were installed in the staff, youth, and adult areas. The lights are equipped with sensors that detect movement. 55 people participated in the library's winter reading program. Since summer of last year, 218 readers have logged in online to record books, audiobooks, and e-books for seasonal and ongoing reading programs. The per capita grant was submitted. Kathryn thanked the trustees and staff for all their input. She will be distributing the public library standards excel sheet that contains the Trustees notes/comments at the April Board meeting.

Review of the Monthly Financial Reports

a. The Board reviewed and discussed the payment of bills for February 18, 2021 through March 17, 2021 in the amount of \$38,050.04. A motion was made by Kathy Branigan to approve the payment of bills. Mary Lou Bareither seconded. Vote was taken by roll call and motion passed unanimously.

b. The Board reviewed and discussed the monthly statement for February 2021. Mary Lou Bareither made a motion to approve the monthly statement. Jennifer Gallagher seconded. Vote was taken by roll call and motion passed unanimously.

Approval of Budget and Appropriation FY 2021-2022

The Board reviewed and discussed the FY 2021-2022 budget and appropriation. Due to possible roof repair/replacement the Capital Improvements appropriation was changed from \$0 to \$50,000.

A motion was made by Kathy Branigan to approve the Budget and Appropriation FY 2021-2022 as amended. Jennifer Gallagher seconded. Vote was taken by roll call and motion passed unanimously.

Unfinished Business

There was no unfinished business.

New Business

a. Succession Plan

Kathryn Sofianos presented the Board with a Succession Plan draft. Discussion of the draft has been tabled to the April meeting.

b. Landscaping

The Board discussed changing the current landscaping contractor to better fit the needs of the Library's naturalized setting. Kathryn will research other landscaping contractors and members of the Board will walk the Library grounds and create a list of tasks they feel are needed.

c. Roof

Discussion of the roof was within the topic of the Budget and Appropriation FY 2021-2022.

Adjournment

Mary Lou Bareither made a motion to adjourn at 6:59 pm. Jennifer Gallagher seconded. Vote was taken by roll call and motion passed unanimously.

Next Meeting Dates:

April 21, 2021

May 19, 2021

June 16, 2021

Respectfully submitted by Kathy Branigan, Secretary