

Palos Park Public Library
BOARD OF TRUSTEES MINUTES REGULAR MEETING
Wednesday, April 21, 2021
Virtual

A quorum was met for the April 21, 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 5:06 pm.

Public Comments

There were no public comments.

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

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

Correspondence

The Library received a congratulatory card from Representative Kelly Burke for receiving a 2021 Farm Bureau grant for the pollinator garden. The village would like to donate several native trees to the library. The garden guild would like to donate a Bald Cypress tree to the Library as part of a belated Arbor Day celebration.

Library Director's Report

Landscaping companies were contacted about maintaining the library grounds following a fixed schedule. A proposal was received by Clarence David's Landscaping. The library was awarded a Cook County Farm Bureau Grant for the Pollinator Garden. This is the second year we have been chosen as a recipient. The funds, \$350, will be used to expand the garden and to create butterfly puddling sites.

The library was asked by both the Village and Palos Park Garden Guild I to be the site of the village's arbor day celebration on Sunday, May 16th. The Village will have free seedlings available for pick up and Kathryn will be presenting her film on the library's pollinator garden. Also, during the festivities the Garden Guild will be donating a Bald Cypress tree to the library. COVID-19 precautions will be in place during the event.

Review of the Monthly Financial Reports

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

b. The Board reviewed and discussed the payment of bills for March 18, 2021 through April 21, 2021 in the amount of \$32,348.41. A motion was made by Mary Lou Bareither to approve the payment of bills. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

Unfinished Business

a. Fine Free Policy

A motion was made by Mary Lou Bareither to approve the Fine Free Policy. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

b. Landscaping

Kathryn will contact more landscaping companies for estimates. Gurp will reach out to a contact who is interested in doing the job. Jennifer will research appropriate costs for landscaping services. A special meeting will be called to discuss estimates and decide on a landscaping company.

c. Succession Plan

The Succession Plan was discussed by the Board and was tabled for a future meeting.

d. Strategic Plan Committee

Kathryn and Gurp Ahluwalia met to discuss the Strategic Plan Committee formation. They went over the Board of Trustees suggestions that are being made into a spreadsheet and will be presented at the next meeting. They also began creating a list of potential candidates for the Committee from key areas in the community (i.e., senior leadership, school representative, active library patron, community group, etc.).

New Business

a. Salary Schedule and IMRF

A motion was made by Mary Lou Bareither to approve the Salary Schedule. Jennifer Gallagher seconded. Vote was taken by roll call and motion passed unanimously. A motion was made by Mary Lou Bareither to approve the Adult Programming position becoming an IMRF position. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

b. Request for 5 p.m. Closure on May 3rd for Staff Meeting

A motion was made by Mary Lou Bareither to approve the closure of the Library at 5 p.m. on May 3rd for a staff meeting. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

Executive Session

There was no executive session.

Adjournment

Mary Lou Bareither made a motion to adjourn at 7:08 pm. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

Respectfully submitted by Kathy Branigan, Secretary

Next Meeting Dates:

May 19, 2021

June 16, 2021