

PALOS PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES OF REGULAR MEETING
Wednesday, February 15, 2023

A quorum was met for the February 15, 2023 meeting of the Palos Park Public Library Board of Trustees. Present: Gurb Ahluwalia, Jennifer Gallagher, Kathy Branigan, Terri Kachinsky, and Amanda Neely. Absent: Mary Lou Bareither. Also present Library Director Kathryn Sofianos.

Call To Order

The meeting was called to order at 5:10 pm.

Adoption of the Agenda

A motion was made and passed to approve the February 15, 2023 agenda.

Public Comments

None

Approve the Minutes of the Regular Board Meeting of January 18, 2023

Gurb Ahluwalia made a motion to approve the minutes of the January 18, 2023 Meeting. Kathy Branigan seconded. Vote was taken and motion passed unanimously.

Correspondence

The library received a confirmation letter in regards to the Per Capita Grant.

Library Director's Report

Kathryn will be meeting with Gurb in the next few weeks to prepare a draft of the 2023-2024 library budget for discussion and possible action at the March board meeting. The draft will include funds for first- and second-year strategic priorities. Activities for the strategic plan began in February with the introduction of designated teen and STEAM programming. Kathryn is researching an online meeting room registration product that would tie in with the library's existing calendar of events module.

Review of the Monthly Financial Reports

a. Payment of Bills for January 19 through February 15, 2023

A motion was made by Kathy Branigan to approve the payment of bills for January 19 through February 15, 2023. Amanda Neely seconded. Vote was taken by roll call and motion passed unanimously.

b. Monthly Statement for January 2023

A motion was made by Kathy Branigan to approve the monthly statement for January 2023. Gurb Ahluwalia seconded. Vote was taken by roll call and motion passed unanimously.

Projected Fiscal Year End Total for FY 2022-2023

The board reviewed the data for the projected Fiscal Year End total for FY 2022-2023.

Unfinished Business

a. Strategic Plan – Roles and Responsibilities

The board reviewed and discussed the Strategic Plan draft and came up with the following recommendations:

- have the Strategic Plan as a standing item on the Agenda each month.
- of the items designated as the Board's responsibility, the Board will target one item for discussion each month.
- target one item to start with from each priority.
- have a Team Leader for each responsibility.
- revise start dates to reflect reasonable action relative to resources, time, and participants.

These bullet items will be discussed at the March board meeting.

New Business

None

Executive Session

None

Adjournment

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

Future Meeting Dates:

March 15, 2023

April 19, 2023

May 17, 2023