

**PALOS PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES REGULAR MEETING
Wednesday, March 16, 2022**

A quorum was met for the March 16, 2022 meeting of the Palos Park Public Library Board of Trustees. Present: Gurp Ahluwalia, Mary Lou Bareither, Kathy Branigan, Jennifer Gallagher, Kathy Finan, and Amanda Neely. Also present: Kathryn Sofianos, Library Director.

Call to Order

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

Public Comments

None

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

Mary Lou Bareither made a motion to approve the Secretary's Minutes of the February 16, 2022 Board Meeting. Kathy Branigan seconded. Vote was taken and motion passed unanimously.

Correspondence

The Library received a \$500.00 donation from the Palos Park Woman's Club. An engraved leaf will be added to the donor tree in honor of their donation.

Library Director's Report

- The Strategic Planning Committee met February 24th and March 8th to discuss the planning timeline, review the library's previous strategic plans, discuss community stakeholders, and begin a SWOT (Strengths, Weaknesses, Opportunities, and Threats) exercise. During the next few months, the Committee will be reaching out to local organizations to invite them to take part in focus groups and Trustees and staff will partake in SWOT exercises.
- Kathryn submitted the annual Interlibrary Loan & Reciprocal Borrowing Survey to the Illinois State Library and recertified the library as a member of RAILS (Reaching Across Illinois Libraries System). From July 1, 2020, to June 30, 2021, the library received 4,675 items from other libraries for Palos Park library cardholders. The Palos Park Library sent 2,414 items to other libraries for their cardholders and 788 items were checked out at the Palos Park Public Library to cardholders from other neighboring libraries.

Review of the Monthly Financial Reports

a. Monthly Statement – February 2022

The Board reviewed and discussed the monthly statement for February 2022. Gurp Ahluwalia made a motion to approve the statement. Mary Lou Bareither seconded. Vote was taken by roll call and motion passed unanimously.

b. Payment of Bills – February 17, 2022, through March 16, 2022

The Board reviewed and discussed the payment of bills for February 17, 2022, through March 16, 2022. A motion was made by Kathy Branigan to approve the payment of bills. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.

Budget and Appropriation FY 2022-2023

The Board reviewed and discussed the Year End Fiscal Projection for FY 2021-2022. The library budget for the new fiscal year is based on this projection. The Board will vote on the FY 2022-2023 Budget and Appropriation at the April meeting.

Unfinished Business

None

New Business

None

Adjournment

A motion was made by Mary Lou Bareither to adjourn the meeting at 6:02 pm. Jennifer Gallagher seconded. Vote was taken and motion passed unanimously.

Submitted by: Kathy Branigan, Secretary