

**PALOS PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES REGULAR MEETING
Wednesday, April 27, 2022**

A quorum was met for the April 27, 2022 meeting of the Palos Park Public Library Board of Trustees. Present: Gurp Ahluwalia, Mary Lou Bareither, Kathy Branigan, Kathy Finan, and Amanda Neely. Absent: Jennifer Gallagher

Call to Order

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

Public Comments

None

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

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

Correspondence

There was no correspondence.

Library Director's Report

- For the second year in a row, the library was asked by both the Village and Palos Park Garden Guild to be the site of the village's arbor day celebration. The event, held on May 1st at noon, will feature a presentation by Pete Soltesz, President of the Cook DuPage Beekeepers Association.
- In person Story Time has returned for 3-6 year olds. Youth Services Coordinator, Mary Lou Parsons has done a wonderful job bringing children and their caregivers back to the library. Mary Lou is having her second children's art program next month for 6-9 year olds and this weekend there is a STEAM Kid Science hands on event. Read to a Dog, a program started right before the pandemic is returning to the library on May 2nd. Thank you to Board President, Mary Lou Bareither, for assisting with this worthwhile program.
- The Strategic Planning Committee completed the SWOT (Strengths, Weaknesses, Opportunities, and Threats) exercise and developed draft statements for the library's mission and vision. On May 6th staff will have their SWOT exercise facilitated by Terri Kachinsky of the Planning Committee. The Library Board can execute their SWOT exercise by either a special meeting of the board or as a written assignment turned into the committee chair.

Review of the Monthly Financial Reports

a. Monthly Statement – March 2022

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

b. Payment of Bills – March 17, 2022, through April 20, 2022

The Board reviewed and discussed the payment of bills for March 17, 2022, through April 20, 2022. A motion was made by Gurp Ahluwalia 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

A motion was made by Kathy Branigan to approve the budget and appropriation for FY 2022-2023. Gurp Ahluwalia seconded. Vote was taken by roll call and motion passed unanimously.

Salary Schedule for FY 2022-2023

A motion was made by May Lou Bareither to approve the salary schedule for FY2022-2023. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.

Unfinished Business

None

New Business

a. Part Time to Full Time Job Transition

A motion was made by Kathy Branigan to make the Adult Services & Outreach Coordinator position a full-time exempt salary position. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.

b. Request to Delay Library Opening for Planning Sessions

A motion was made by Kathy Branigan to approve the opening of the library at 1:00 p.m. on the following dates: Friday, May 6, 2022 and Friday, May 13, 2022. Mary Lou Bareither seconded. Vote was taken by roll call and motion passed unanimously.

c. Date for the Completion of Library Board Strategic Planning Exercise Document

A motion was made by Kathy Branigan to approve the date of Friday, May 6, 2022 for the Library Board members to return the Strategic Planning Exercise document to the Library Director. Amanda Neeley seconded. Vote was taken and motion passed unanimously.

Executive Session

A motion was made by Mary Lou Bareither to table the Executive Session for the purpose of the Library Director Evaluation to the next meeting. Kathy Branigan seconded. Vote was taken and passed unanimously.

Adjournment

A motion was made by Mary Lou Bareither to adjourn the meeting at 6:45 pm. Kathy Branigan seconded. Vote was taken and motion passed unanimously.

Submitted by: Kathy Branigan, Secretary

Next Meeting Dates

May 18, 2022

June 15, 2022

July 20, 2022