

Palos Park Public Library
BOARD OF TRUSTEES MINUTES
REGULAR MEETING
Wednesday, May 19, 2021
Virtual

A quorum was met for the May 19, 2021 meeting of the Palos Park Library Board. Present: Kathy Branigan, Mary Lou Bareither, Gurp Ahluwalia, Kathy Finan and Michael T. Tannura. Absent: Jennifer Gallagher. Also present: Kathryn Sofianos, Library Director.

Call to Order

The meeting was called to order at 5:07 pm.

Public Comments

There were no public comments.

Approve the Minutes of the Regular Board Meeting of April 21, 2021

Mary Lou Bareither made a motion to approve the Secretary's Minutes of the April 21, 2021 Board Meeting. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

Approve the Minutes of the Special Meeting of May 6, 2021

Mary Lou Bareither made a motion to approve the Minutes of the May 6, 2021 Special Meeting. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.

Correspondence

A letter was received from one of the Library staff, Bonnie Triezenberg, thanking the Board of Trustees for their continued support of the Library employees especially during this past year.

Library Director's Report

Library staff has been busy preparing for the summer reading program. Last year, the program was held online for the first time and was very well received. This summer the program is online again and will likely continue to be for years to come. For patrons that are not comfortable with an online environment there is a paper option available. The theme for this summer centers around food – the titles of the three challenges are: Books for Brain Food (adult and teens), Reading is Sweet! (tweens), and Reading is Magically Delicious (children). The challenges begin the first week of June.

COVID-19 safety precautions will be in place for upcoming summer events. Outdoor programs will be held in the back of the library and in the side parking lot. A few craft programs will take place in the meeting room with social distancing measures. Story times will be on YouTube and guest presentations will be accessible through Zoom. Book discussion and Yoga will be hybrid programs with an in-person and Zoom option.

Kathryn thanked the Trustees for approving the early closure on May 3rd so that staff could discuss the reading program plans and brainstorm the summer finale event that takes place outside the library on Saturday, August 7 from Noon – 4 p.m.

On Sunday, May 16th thirty people came to the library for an Arbor Day celebration. The event was hosted by Kathryn, Dan Foster, the Village of Palos Park's arborist, and Lucy Crocilla, President of Palos Park Garden Guild 1. Kathryn spoke about the importance of pollinators, how to create a

pollinator garden, and showed her 20-minute film about the library's garden. After the event, Trustees Gurb Ahluwalia and Kathy Finan joined Kathryn in accepting Palos Park Garden Guild 1's donation of a Bald Cypress tree to the library grounds.

Review of the Monthly Financial Reports

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

b. The Board reviewed and discussed the payment of bills for April 22, 2021 through May 19, 2021 in the amount of \$26,580.95. A motion was made by Mary Lou Bareither to approve the payment of bills. Michael Tannura seconded. Vote was taken by roll call and motion passed unanimously.

Insurance Renewal

Mary Lou Bareither made a motion to approve the Insurance Renewal. Michael T. Tannura seconded. Vote was taken by roll call and motion passed unanimously.

Non-Resident Card Fee Ordinance

Mary Lou Bareither made a motion to approve the Non-Resident Card Fee Ordinance. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

ILLINET/OCLC Services Renewal Agreement

Mary Lou Bareither made a motion to approve the ILLINET/OCLC Services Renewal Agreement. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.

Approve Library Closures

Mary Lou Bareither made a motion to approve the Library closures for: Thursday, June 17th at 5:00 pm., Saturday, July 3rd at 3:00 pm., and Saturday, September 18th all day. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

Unfinished Business

a. Illinois Public Library Standards Spreadsheet

The Illinois Public Library Standards Spreadsheet has been completed. Kathryn will email copies to all the Library trustees.

b. Strategic Planning Committee Update

Kathryn and Gurb Ahluwalia will continue to fill the Steering Committee positions. When finalized, a date for the first meeting will be set.

New Business

a. Return to Normal Operating Hours

A motion was made by Mary Lou Bareither to have the Library return to normal operating hours on June 1, 2021. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

b. Guidelines for Pandemic Response

A motion was made by Mary Lou Bareither to approve the Face Mask Policy to go into effect May 20, 2021. Gurb Ahluwalia seconded. Vote was taken by roll call and motion passed unanimously.

Executive Session

There was no executive session.

Adjournment

A motion was made by Mary Lou Bareither to adjourn the meeting at 7:06 pm. Michael T. Tannura seconded. Vote was taken by roll call and motion passed unanimously.

Future Dates:

June 16, 2021

July 21, 2021

August 18, 2021

Respectfully submitted by Kathy Branigan, Secretary