

Palos Park Public Library
BOARD OF TRUSTEES MINUTES REGULAR MEETING
Wednesday, June 16, 2021
Virtual

A quorum was met for the June 16, 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 May 19, 2021

Mary Lou Bareither made a motion to approve the Secretary's Minutes of the May 19, 2021 Board Meeting. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

Correspondence

Belinda Bylina, Children's Librarian and Head of Youth Services informed the library that she will be retiring on August 7, 2021. Belinda has spent the last twenty years servicing the children of the community. She will be truly missed, and we wish her the best in her retirement.

Library Director's Report

On June 1st, the library returned to its regular hours of 9:30 am – 8 pm Monday -Thursday and 9:30 am – 5 pm Friday and Saturday. Face masks continue to be required of staff and patrons.

Belinda Bylina (Youth Services), Emily Hampston (Adult/Teen Services), and Genesis Darwent (Tween Services) did a wonderful job of setting up the online summer reading program. Patrons join by registering at <https://palosparklibrary.beanstack.org/reader365>.

The library's summer newsletter was completed and delivered to all residences and businesses in the 60464-zip code. Press releases for summer events were sent to the local newspapers. A variety of outdoor, virtual, and in-library activities are scheduled.

Review of the Monthly Financial Reports

a. The Board reviewed and discussed the monthly statement for May 2021. Mary Lou Bareither made a motion to approve the monthly statement for May 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 May 20 through June 16, 2021. A motion was made by Mary Lou Bareither to approve the payment of bills. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.

c. Republic Bank CDs

Mary Lou Bareither made a motion to close the four Republic Bank CDs and put them in the IMET account. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.

Unfinished Business

a. Insurance Policy Addition

A motion was made by Mary Lou Bareither to approve the purchase of Government Entity Crime Coverage as an addition to the insurance coverage. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.

b. Succession Plan

The Board reviewed the Succession Plan document. A motion was made by Mary Lou Bareither to table action on the item to the next meeting. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

b. Strategic Planning Committee Update

Kathryn informed the Board that the positions for the committee are close to being filled with meeting dates to follow.

New Business

a. IPLAR Illinois Public Library Annual Report

A motion was made by Mary Lou Bareither to approve the IPLAR Illinois Public Library Annual Report for Fiscal Year 2020-2021 pending review by the President of the Board. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

b. Face Mask Policy

A motion was made by Kathy Branigan to continue the Face Mask Policy as written. Kathy Finan seconded. Vote was taken by roll call and motion passed unanimously.

c. Youth Services Part-Time Position

Mary Lou Bareither made a motion to approve the Youth Services part-time position and salary. Kathy Branigan seconded. Vote was taken by roll call and motion passed unanimously.

d. Circulation Policy

The Board reviewed the Circulation Policy draft. Kathryn will email the previous policy to all board members for comparison.

Executive Session

There was no executive session.

Adjournment

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

Future Dates:

July 21, 2021

August 18, 2021

September 15, 2021

Submitted by: Kathy Branigan, Secretary