

**PALOS PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MINUTES
AUGUST 21, 2019**

A quorum was met for the August 21, 2019 regular meeting of the Palos Park Library Board. Present: Dave Trzcinski, Steve Desmond, Michael T. Tannura and Mary Lou Bareither. Absent: Kathy Finan and Kathy Branigan. Also present: Kathryn Sofianos, Library Director.

Call to Order

Dave Trzcinski called the meeting to order at 5:08 pm.

Public Comments

There were no public comments.

Approve the Minutes of the Regular Board Meeting of June 17, 2019

Steve Desmond made a motion to approve the Secretary's Minutes of the June 19, 2019 Board Meeting. Michael T. Tannura seconded. Motion carried unanimously.

Correspondence

A check in the amount of \$500.00 was received from Republic Bank as an upcoming sponsor of the Stacks After Dark event at the Library.

Library Director's Report

The summer reading program increased from 248 children last year to 304 children this year. The Good to Grow Landscaping weeded much of the area around the library as well as mulched these areas. The milkweed patch is doing very well in the pollinator garden. Programs in the library this past month have good attendance in the youth, tween and adult programs.

Review of Monthly Financial Reports

The Board reviewed and discussed the payment of bills for July 18 through August 21, 2019 in the amount of \$44,487.76. Steve Desmond made a motion to approve the payment of bills for this amount. Michael T. Tannura seconded. Vote was taken by roll call and motion carried unanimously.

The Board reviewed and discussed the monthly statement for July 2019. Steve Desmond made a motion to approve the monthly statement and Michael T. Tannura seconded. Vote was taken by roll call and motion carried unanimously.

Unfinished Business

Donor Tree Publicity and Booklet

The Donor Tree Booklet was discussed and a few changes were suggested by the board members. Kathryn will make these changes and email the revised booklet to the Board for final review which will be sent to Kathryn by email. Michael T. Tannura motioned to accept the booklet pending the changes. This motion was seconded by Steve Desmond and approved by the board.

Donor Tree Open House at Sheri Law Glass Studio in Homer Glen

A discussion on the need and feasibility of an Open House to reveal the new Donor Tree to be held at the Sheri Law Glass Studio was discussed. The Board decided that it would be better to reveal the Donor Tree on September 14th at the Stacks After Dark event in the Library. However, Kathryn needs to have painting and electrical work done but thought this could be completed.

The booklets on donation would also be distributed at that event. Additionally, information on the Donor Tree would be on the Facebook page of the library, the Winter Palos Park Bulletin and in the Palos Park Life Magazine, hopefully on the frontpage, the Autumn in the Park Festival and the Regional newspaper. Considering these avenues for advertising and possible complication hosting an open house away from the library, Steve Desmond made a motion that the open house not be held, Michael T. Tannura seconded the motion and the motion was carried unanimously.

There was additional discussion on donations being tax deductible for individuals whose donation would go directly to the library. Kathryn will provide a receipt for the donors indicating the donation. However, business donations would need to be made to the Illinois Library Association which has 501 (c)(3) status. These donations would come directly back to the library.

New Business

Photography Wall Art Donation

Kathryn Sofianos presented to the Board 3 new canvas photographs that were donated to the library. They were created by Jeff Carsten, the same photographer who has donated previous works. These are to be displayed on the wall above the computers. Steve Desmond motioned that these be accepted and displayed, Michael T. Tannura seconded the motion and it was unanimously accepted.

Trustee Representation in Autumn in the Park Festival Parade, Sat., September 21, 2019

Kathryn requested that as many of the Board members as possible participate in the parade. This years' theme is COLORS. She asked that everyone wear bright colors if participating. The parade begins at 11:00 am so the Board members are to be there at 10:30 am.

Illinois Per Capita Grant 2019 Requirements

Kathryn distributed a printed copy of the chapter the Board members need to read and discuss for the Library to be eligible for this grant. The discussion will be held at the October 16th Board meeting.

Strategic Plan Timeline

Standerfer Consulting has been hired to assist with the development of the Library's Strategic Plan. The fee is \$2,500.00. Steve Desmond requested that the Board meet with Amanda Standerfer to understand her plan for development and the timeline of the plan. Kathryn will ask Amanda to attend the September Board meeting if possible.

Executive Session

There was no executive session.

Adjournment

Michael T. Tannura made a motion to adjourn the meeting at 6:05 pm. Dave Trzcinski seconded. Motion carried unanimously.

Respectfully submitted by Mary Lou Bareither

Future dates:

September 18, 2019

October 16, 2019