

**FLOSSMOOR PUBLIC LIBRARY BOARD OF TRUSTEES**  
**REGULAR BOARD MEETING MINUTES**  
**January 10, 2023**  
**7:00 p.m.**

**Call to Order**

The regular meeting of the Flossmoor Public Library Board of Trustees was called to order at 7:02 p.m. by President Natasha Bergeron.

**Roll Call**

Roll Call was taken. Present were Trustees Natasha Bergeron, Derrick Hayes, Karen Cheung, Shekika Daggett, Leilani Shute, and Jessica Barnes. Also present were Director Jamie Paicely, Operations Manager Leann Fischer, and Administrative Assistant Katherine Thompson.

Trustee Lisa Komorowski was absent.

**Acknowledgement of Visitors and Public Comment**

There were no visitors present. There was no public comment.

**Approval of Minutes**

A motion was made by Karen Cheung to approve the December 13, 2022 meeting minutes as presented. The motion was seconded by Shekika Daggett. The motion was unanimously approved by roll call vote.

**Treasurer's Report and Approval of Bills**

President Natasha Bergeron presented the Treasurer's Report for January 2023. Revenues and expenditures were reviewed and discussed.

A motion was made by Derrick Hayes and seconded by Jessica Barnes to approve the bills for January 2023 in the amount of \$164,274.19. The motion was unanimously approved by roll call vote.

A motion was made by Derrick Hayes and seconded by Leilani Shute to ratify the payroll for December 2022 in the amount of \$86,695.69. The motion was unanimously approved by roll call vote.

**Director's Report**

The Per Capita Grant has been submitted to the State. It is expected that we should hear back in the spring on the status of this annual grant.

Statements of Economic Interests have been submitted for 2023 to the State. These statements are based on the previous year's email addresses. Trustees should receive an email in early February to submit these online. They will be due back by the end of March. Once the initial email has been sent, Director Paicely will alert trustees to be on the look-out for it.

Ms. Paicely outlined the proposed changes to the Inspiration Station. Most of the equipment that comprised the Inspiration Station can be checked out for home use or used within the library building with minimal assistance. Therefore a dedicated space is no longer required. The proposal is to use the room for the Friends of the Library book sale room. This would provide additional shelf space for expansion of the large-type collection. The office space currently being used by the Friends of the Library will be vacated and become office space for library staff. This proposal was discussed by the Board. It was agreed to move forward with this plan.

Ms. Paicely noted that the Puzzle Swap program held in December was popular. It may be repeated again in December 2023.

The results of the Community Survey conducted in September and October of 2022 were reviewed and discussed. Ms. Paicely noted that there was a good participation rate with 140 surveys completed. The results were informative and favorable with many positive comments. As part of this discussion, ideas began to emerge for consideration in the next Strategic Plan.

Formats for creating the Strategic Plan were discussed. It was agreed that the plan will be crafted over the next year at monthly board meetings. Each month's board meeting will have a strategic plan "big idea" to be discussed. There was a consensus that as the plan is created, the goals should be measurable. Trustees should be prepared with some big ideas for the February 2023 board meeting.

### **New Business**

Leann Fischer explained the proposed change to the vacation pay-out policy portion of the personnel handbook.

A motion was made by Jessica Barnes and seconded by Derrick Hayes to approve the update of the vacation pay-out policy of the personnel hand book. All trustees present voted Aye. Motion carried.

### **Old Business**

There was no old business.

### **Adjourn Regular Meeting Enter Executive Session**

A motion was made by Karen Cheung to adjourn the regular meeting and enter into executive session at 8:02 p.m. "for consideration of performance of a specific employee of the public body". Motion seconded by Derrick Hayes. All trustees present voted Aye. Motion carried.

### **Adjourn Executive Session and Re-enter Regular Meeting**

A motion was made by Shekika Daggett to adjourn Executive Session and re-enter Open Meeting at 8:20 pm. Motion seconded by Karen Cheung. All trustees present voted Aye. Motion carried.

### **Action on Items Discussed in Closed Session**

Natasha Bergeron stated that she would meet with Ms. Paicely to discuss with her the performance goals established for her by the Board.

### **Trustee Concerns**

Ms Shute asked for clarification about a patron suggestion regarding tutors in the library.

### **Correspondence, articles, events, meetings news**

None

### **Adjournment**

A motion was made by Karen Cheung to adjourn the regular board meeting. Seconded by Shekika Daggett. All trustees present voted Aye. The meeting was adjourned at 8:22 p.m.