

FLOSSMOOR PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
February 15, 2023

Call to Order

The regular meeting of the Flossmoor Public Library Board of Trustees was called to order at 7:03 p.m. by Board Secretary Karen Cheung.

Roll Call

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

Trustees Natasha Bergeron and Shekika Daggett were absent.

Acknowledgement of Visitors and Public Comment

There were no visitors. There was no public comment.

Approval of Minutes

The minutes of the January 10, 2023 meeting were reviewed and discussed. A motion was made by Jessica Barnes to approve the meeting minutes as presented. Seconded by Derrick Hayes. All trustees present voted Aye. Motion carried.

Treasurer's Report and Approval of Bills

Board Secretary Karen Cheung presented the Treasurer's Report for February 2023. Revenues and expenditures were reviewed and discussed.

A motion was made by Derrick Hayes and seconded by Leilani Shute to approve the bills for February 2023 in the amount of \$120,803.73 and to ratify the January 2023 payroll in the amount of \$56,815.25. The motion was unanimously approved by roll call vote.

Director's Report

Director Paicely presented the Board with her goals for this year. They are 1) complete the Strategic Plan for 2024-2027; 2) prepare a plan for hosting after hours events on a quarterly basis with one event focusing on families and adults. Look into offering after hours youth programs; 3) Visit five to six other libraries (larger and smaller than Flossmoor Library) to learn about their programming and services that might also be brought to Flossmoor Library.

The Senior Craft Kits that are made available through the Age Options grant are continuing. Response to the kits has been positive. Some modifications to the kits have been made. There are fewer offerings each month, but the contents and themes are more relevant and of a higher quality. The Flossmoor Fire and Police Departments have been contacted to see if they might have relevant materials and flyers for inclusion in the kits.

Ms. Paicely updated the Board on the upcoming need to replace the air conditioning chiller unit which was installed when the building was built in 2004. Major repairs were made in October. At that time, the contractor (Arctic) made Ms. Paicely aware that the chiller unit would need to be replaced within the next two years. The estimate provided by Arctic Cooling was \$300,000 for the removal and replacement of the unit from the library's roof. This amount has been included in the new budget. This job would go out to bid. Additionally, Ms. Paicely inquired if there are supply chain issues related to AC chiller units; she is waiting for a response.

Flossmoor Library will be participating with Prairie State College in the One Book, One Campus event. Other local libraries also will be participating. The book selected for this event is *The Complete Maus—A Survivor's Tale* by Art Spiegelman. It is a graphic novel that recounts the author's father's experiences during the Holocaust. Flossmoor Library has purchased 25 copies of the book. Five will be added to the collection for check out during the event. The remaining twenty copies will be given out to Flossmoor Library cardholders to read and keep. Book discussions will take place on Tuesday, April 11 at 2:00 pm and 6:30 pm. There will be an on-line calendar promoting community events that accompany the project.

The library is collaborating with the Cook County Department of Public Health to conduct a series of vaccination clinics at the library. COVID 19 and flu vaccines will both be available. Three clinics are scheduled for February and one will take place in March. There also was a clinic in December of 2022.

New Business

Ms. Paicely reviewed with the Board the preliminary Operating Budget for FY 2023-2024. Trustees will vote on the proposed budget at the March 2023 meeting.

Ms. Fischer presented the GASB 54 for FY 2023-2024.

Ms. Paicely informed the board that she had just been notified that the library has been named as partial beneficiary to the estate of Mrs. Theresa Bowman. In order to accept this donation, Ms. Paicely requested that the Board designate her as Entity Administrator.

Board members expressed their sorrow upon learning of Ms. Bowman's passing. Members also expressed their gratitude for her financial generosity to the library.

A motion was made by Jessica Barnes to designate Jamie Paicely as the Entity Administrator for the Flossmoor Public Library. Ms. Paicely will be authorized to have access to and sign the various documents needed in the matter of any donations or receipts needed in settling the matter between the Flossmoor Public Library and Ms. Bowman's estate. The motion was seconded by Derrick Hayes. The motion was unanimously approved by roll call vote.

Board members began brainstorming "big ideas" for possible inclusion in the Strategic Plan for 2024-2027. Following is a list of ideas. Planning for building maintenance as the library building ages; continue S.T.E.M./S.T.E.A.M. programming; a pet parade; a local author fest (connect to YouTube/Facebook new book alerts created by Youth Services staff?); anime convention; updating of washroom facilities (Ms. Barnes said she would research this on R.A.I.L.S.); farmers market/food truck/gaming truck; a "First Friday" type of event; coffee/donuts/books event; a Dinner on Blanc type of event/potluck/outdoor café; continue summer reading initiatives for adult and youth

A motion was made by Leilani Shute to adjourn the regular board meeting. Motion seconded by Lisa Komorowski. All trustees present voted Aye. The meeting was adjourned at 8:26 pm.