

FLOSSMOOR PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
May 9, 2023
7:00 p.m.

Call to Order

The regular meeting of the Flossmoor Public Library Board of Trustees was called to order at 7:04 p.m. by President Natasha Bergeron.

Roll Call

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

Administration of Oath of Office

The Oath of Office was taken by Jessica Barnes, Lisa Komorowski, Christina Roberts and Leilani Shute.

Election of Officers

A motion was made by Karen Cheung and seconded by Lisa Komorowski to nominate Natasha Bergeron as Library Board President. All trustees present voted Aye. Motion carried.

A motion was made by Natasha Bergeron and seconded by Lisa Komorowski to nominate Karen Cheung for Library Board Secretary. All trustees present voted Aye. Motion carried.

A motion was made by Natasha Bergeron and seconded by Jessica Barnes to nominate Lisa Komorowski as Library Board Treasurer. All trustees present voted Aye. Motion carried.

Acknowledgement of Visitors and Public Comment

The following staff from the Flossmoor Library were in attendance: Anna Pauls, Youth Services Department Manager, David Martin, Adult Services Department Manager, Laura Sonnek, Patron Services/Technical Services Department Manager, and Janet DiCastro, Coordinator of Public Relations and Adult Programming. There was no public comment.

Approval of Minutes

The minutes of the April 11, 2023 meeting were reviewed and discussed. A motion was made by Leilani Shute to approve the meeting minutes as presented. Seconded by Shekika Daggett. The motion was unanimously approved.

Treasurer's Report and Approval of Bills

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

A motion was made by Leilani Shute to approve the bills for May 2023 (Fiscal Year 2022-2023) in the amount of \$105,898.67; to approve the bills for May 2023 (Fiscal Year 2023-2024) in the amount of \$19,021.86. Seconded by Lisa Komorowski. The motion was unanimously approved by roll call vote.

A motion was made by Karen Cheung to ratify the payroll for April 2023 in the amount of \$58,665.70. Seconded by Jessica Barnes. The motion was unanimously approved by roll call vote.

A motion was made by Shekika Daggett to ratify the payroll for the fiscal year 2023-2024 in the amount of \$781,500.00. Seconded by Lisa Komorowski. The motion was unanimously approved by roll call vote.

Director's Report

Updates on department functions and department personnel were provided by the staff members in attendance: David Martin, Department Manager for Adult Services; Laura Sonnek, Department Manager for Patron and Technical Services; Anna Pauls, Department Manager for Youth Services; Janet DiCastro, Coordinator of Public Relations and Adult Programming. Each noted that the upcoming annual Summer Reading Program (SRP) is currently a major focus. The prizes and promotions for SRP were outlined and explained. A discussion about Summer Reading t-shirts ensued. The Board felt strongly that all patrons—youth and adult—should have t-shirts. The library director will follow up on that.

Ms. Paicely presented the Awareness by Patrons portion of the Strategic Plan for 2024-2027 that is being developed. There are 4 key action items in the area of Awareness of Patrons: the upcoming Flossmoor Centennial Celebration; increased after-hours events at the library for adults, youth and families; re-evaluation of programming; possibly have an increased number of outside presenters and hands-on programming/classes; looking into coordination of displays of art created by local residents.

In the upcoming months Ms. Paicely will present the other portions of the Strategic Plan. The plan will be put up for a vote in December 2023. If approved, implementation will begin in January 2024.

ATLAS is offering its annual Trustee Training on May 20. Interested trustees should let Ms. Paicely know if interested in attending.

Open Meetings Act training is required of all newly elected and re-elected officials within 90 days of being sworn in. Details on how to complete this were provided.

Ms. Paicely queried the Board as to whether or not they want to cancel the August meeting as has been done in past years. If the meeting is cancelled, bills will be paid as usual, but approved at the September meeting. Payroll also will be ratified at the September meeting. It was agreed that the August 8, 2023 meeting will be canceled. The next regular board meeting after that will be on September 12, 2023

Old Business

None

New Business

None

Trustees' Concerns

None

Correspondence, articles, events, meetings news

Ms. Paicely pointed out the copy of the thank you note from Flossmoor Village Mayor Michelle Nelson that was included in the May Board Packet. Mayor Nelson expressed thanks to the library for allowing the Village to host its New Resident event in April.

Adjournment

A motion was made by Karen Cheung to adjourn the regular board meeting. Seconded by Lisa Komorowski. The motion was unanimously approved. The meeting was adjourned at 8:23 p.m.