

FLOSSMOOR PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
September 12, 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, Karen Cheung, Shekika Daggett, Leilani Shute, Lisa Komorowski, Jessica Barnes, and Christina Roberts. Also present were Director Jamie Paicely, Operations Manager Leann Fischer, and Administrative Assistant Kathy Thompson.

Acknowledgement of Visitors and Public Comment

No visitors

Approval of Minutes

The minutes of the July 11, 2023 meeting were reviewed and discussed. A motion was made by Christina Roberts and seconded by Jessica Barnes to approve the meeting minutes as presented. All trustees present voted Aye. Motion carried.

Treasurer's Report and Approval of Bills

The Treasurer's Report for August 2023 and September 2023 was presented to the Board. Revenues and expenditures were reviewed and discussed.

A motion was made by Lisa Komorowski and seconded by Shekika Daggett to approve the bills for August 2023 in the amount of \$60,986.38 and to approve the bills for September 2023 in the amount of \$41,022.22. The motion was unanimously approved by roll call vote.

A motion was made by Karen Cheung and seconded by Jessica Barnes to ratify the July 2023 payroll in the amount of \$57,899.47 and to ratify the August 2023 payroll in the amount of \$53,706.89. The motion was unanimously approved by roll call vote.

Director's Report

Director Paicely spoke about the second theme of the proposed Strategic Plan for 2024: Building and Facilities. This will include the following 1) general repairs throughout the building to help ensure the longevity of the building 2) creation of a Facilities Plan to ensure that library is prepared and budgeted for possible major repairs and renovations 3) purchase of storage for the expanding Library of Things 4) Investigation of possible need for installation of additional security cameras 5) research purchase and installation of outward facing shelves. (These would make it easy for patrons to browse materials and help highlight certain parts of the library collection.) 6) Investigate a new layout for the juvenile side of the youth services department that would improve sightlines.

The final Strategic Plan will be voted on at the December 2023 board meeting. Implementation would begin in January 2024.

Director Paicely represented the library at the Back to School Movie night. She reported that there was good attendance. A variety of library "swag" was given away and children who wore their Summer Reading t-shirts received an extra treat (Mario themed Oreo brand cookies).

The library also participated in Flossmoor Fest with a Honeydukes themed booth (candy store from Harry Potter). There were small giveaways and tote bag decorating for carrying library books. The upcoming Wizards and Witches trivia night was promoted.

Ms. Paicely also reported to the board that the library was designated as an emergency shelter for the Hidden Gem and Flossmoor Fest, which meant that the building needed to be open. Due to the fact that the building was going to be open, Ms. Paicely opened/closed and secured the building for the duration of the day.

The Wizards and Witches themed trivia night is planned for October 21 from 6:00 pm until 9:00 pm. The event is being sponsored by the Friends of the Library. Registration for the event opened on September 1 and there are already 38 people signed up (there are 50 total spaces available).

The Friends of the Library opened their new Book Sale Room on August 8. The Friends are happy to have all of their inventory in one place and their patrons also seem to like the new space for browsing and purchasing. (Purchases are made by a small donation which in turn helps support library programming.)

Ms. Fischer informed the Board that on August 9th, library checks were stolen from the post office and an attempt was made to change the payee line with white out. This was quickly detected by a bank and no funds were stolen, but there is a possibility that some late fees might be incurred due to the fact that she had to close the account and reissue checks. She is continuing to closely monitor all accounts.

Old Business

A discussion was held regarding whether or not to close the library for the Juneteenth holiday. It was agreed that the library will remain open, but possibly there could be special programming related to the holiday.

New Business

Director Paicely explained the intergovernmental agreements.

A motion was made by Shekika Daggett to approve Resolution 2023_01 amending the amended intergovernmental agreement providing for risk management and authorizing membership in the Library Insurance Management and Risk Control Combination to allow for administrative amendments to the intergovernmental agreement and to approve Resolution 2023_02 amending the amended intergovernmental agreement providing for risk management and authorizing membership in the library insurance management and risk control combination to allow for substantive amendments to the intergovernmental agreement. Motion seconded by Lisa Komorowski. All trustees present voted Aye. Motion carried.

Trustee Concerns

The trustees expressed concern with the parking situation during the Hidden Gem and Flossmoor Fest. They were dismayed that parking was limited to 12 spaces beginning on Friday (9/8) morning and was not fully restored until mid-day on Tuesday, 9/12. Of the 12 spaces remaining on Friday, three required an accessible parking permit. Director Paicely stated that library staff received nineteen complaints from patrons on Friday.

A question was asked about students at the library after school. Director Paicely said that the search for an afternoon security monitor is continuing and she is optimistic that the position will be filled soon. In the meantime, she is asking all staff to help monitor student behavior and to be proactive in addressing inappropriate behavior.

Correspondence, articles, events, meetings news

No correspondence were discussed.

Adjournment

A motion was made by Lisa Komorowski to adjourn the regular board meeting. Seconded by Christina Roberts. All trustees present voted Aye. The meeting was adjourned at 8:45 pm.