

FLOSSMOOR PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
December 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, Lisa Komorowski, Leilani Shute, Jessica Barnes, and Christina Roberts. Also present were Director Jamie Paicely, Operations Manager Leann Fisher and Administrative Assistant Katherine Thompson.

Trustee Shekika Daggett was absent.

Acknowledgement of Visitors and Public Comment

None

Approval of Minutes

The Regular Board Meeting minutes from November 14, 2023 were reviewed. A motion was made by Lisa Komorowski to approve the Regular Board Meeting minutes from November 14, 2023. Motion seconded by Christina Roberts. All trustees present voted Aye.

Treasurer's Report and Approval of Bills

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

A motion was made by Jessica Barnes to approve the bills for December 2023 in the amount of \$51,027.53 and to ratify the November 2023 payroll in the amount of \$56,996.04. Motion seconded by Leilani Shute. The motion was unanimously approved by roll call vote.

Director's Report

Ms. Paicely reported that at a recent intergovernmental meeting there have been concerns about mass mailings (i.e. newsletters) not being delivered. The organization is looking into hiring a private contractor to deliver mailings to resident door handles. Ms. Paicely will report back on the details of this proposed plan including costs when she has them. The Board is enthusiastic about this idea.

The library was closed on December 1 for an all-staff in-service day. The morning was hosted by A.T.L.A.S. (Area Training for Libraries and Staff) with a presentation on de-escalation of difficult situations in the library. Ms. Paicely stated there were some good ideas. Following that the staff returned to the library for lunch, an all staff meeting, department level meetings and an all-staff trivia game. All staff completed required training on blood borne pathogens and the Strategic Plan for 2024-2026 was presented to the staff with time for Q and A.

Ms. Paicely reported that the new furniture in the Youth Services department was vandalized by a patron. A knife like object was used to rip two tears into the fabric of the sofa sectional. The patron involved has been suspended from the library for 90 days. The damaged piece will be replaced.

Old Business

None

New Business

Copies of the Strategic Plan for 2024-2026 were distributed to the trustees. Upon review, the trustees had the following requests.

They would like quarterly progress updates on plan implementation and which staff or departments were involved. The first update will be in March 2024.

That a determination be made as to what success looks like as the components of the plan are completed.

A motion was made by Karen Cheung to approve the Strategic Plan for 2024-2026. Motion seconded by Lisa Komorowski. All trustees present voted Aye. Motion carried.

Adjourn Regular Meeting – Enter Executive Session

A motion was made by Karen Cheung to adjourn the regular meeting and enter into executive session at 7:38 p.m. “for consideration of performance of a specific employee of the public body”. Motion seconded by Leilani Shute. All trustees voted Aye. Motion carried.

Adjourn Executive Session—Re-Enter Open Session

A motion was made by Leilani Shute to adjourn Executive Session at 8:43 pm and re-enter Open Meeting. Motion seconded by Lisa Komorowski. All trustees present voted Aye. Motion carried.

Action on Items Discussed in Closed Session

Ms. Bergeron stated that the Board is very pleased with Ms. Paicely’s job performance this past year.

A motion was made by Lisa Komorowski to approve a 3.5% salary increase for the library director. Motion seconded by Jessica Barnes. The motion was unanimously approved by roll call vote.

Trustee’s Concerns

Trustees expressed dismay at the sudden discontinuation of the SWAN app by SWAN Library Services. Ms. Paicely said that everyone was surprised. SWAN reports that a new App is expected to be released within the next two months.

A question was asked about what type of puzzles can be donated to the puzzle swap. Puzzles with no pieces missing is the primary qualification.

The recent book swap was successful. This was a new program.

Correspondence, articles, events, meetings, news

Ms. Barnes told the board that in her dual roles of library trustee and R.A.I.L.S employee she has been selected by the Illinois Heartland Library Association to beta test a new Trustee Training program. She will update the board at future meetings.

Adjournment of Regular Meeting

A motion was made by Karen Cheung to adjourn the regular board meeting at 8:52 pm. Motion seconded by Jessica Barnes. All trustees present voted Aye. Motion carried.