

FLOSSMOOR PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
March 11, 2025
7:00 p.m.

Call to Order

The regular meeting of the Flossmoor Public Library Board of Trustees was called to order at 7:01 p.m. by Board Secretary Karen Cheung.

Roll Call

Roll Call was taken. Present were Trustees Karen Cheung, Shekika Daggett, Leilani Shute, Lisa Komorowski, Jessica Barnes, and Christina Roberts. Trustee Natasha Bergeron was absent.

Also present were Operations Manager Leann Fischer and Administrative Assistant Katherine Thompson.

Acknowledgement of Visitors and Public Comment

Robbie Cutcliffe

No comment.

Approval of Minutes

The minutes of the February 11, 2025 meeting were reviewed and discussed. A motion was made by Lisa Komorowski to approve the meeting minutes as presented. Seconded by Shekika Daggett. All trustees present voted Aye. Motion carried.

Treasurer's Report and Approval of Bills

Board Secretary Karen Cheung presented the Treasurer's Report for March 2025. Revenues and expenditures were reviewed and discussed.

A motion was made by Jessica Barnes to approve the bills for March 2025 in the amount of \$49,174.48. Motion seconded by Lisa Komorowski. The motion was unanimously approved by roll call vote.

A motion was made by Lisa Komorowski to ratify the payroll for February 2025 in the amount of \$61,332.30. Motion seconded by Leilani Shute. The motion was unanimously approved by roll call vote.

Director's Report

Ms. Fischer gave the Director's Report for Ms. Paicely.

Library staff have completed the state mandated annual Sexual Harassment Prevention Training. Trustees must also complete this training. Contact Ms. Paicely if you need an email link to complete the training. If you have completed the training at your workplace, please let Ms. Paicely know when you completed it.

Ms. Paicely has contacted Enberg Anderson Architects for guidance on the proposed restroom renovations. She is waiting for them to come to the library. Depending on the cost estimate, the budget can be amended.

There is information in the March board packet on ILA Library Trustee Forum Spring Webinars. There are three sessions available.

The Village has decided not to host the new resident event at the library on April 12 due to scheduling conflicts. Therefore, the library will not close early on that date as planned. They are still trying to settle on a date for this event. They may host the event at another venue. This is TBD. Trustees expressed disappointment that the Village would choose another venue. It was felt that it was beneficial to the library and attendees to have the event at the library.

It has been observed that the floor in the Adult fiction section of the library has been settling. The Village came to the library on February 26 and did some drilling in that area to video under the concrete slab. They have recommended that the shelving in that area be relocated until it can be determined why the floor is settling and how to fix the issue. After the shelving is relocated, that section of the library will be closed off. It is unknown how long this situation will last. Trustees expressed concern about costs for repairs and wondered who would be financially responsible.

Department Managers provided updates as follows.

David Martin: Adult Services

Mr. Martin reported that he located additional photos relevant to Flossmoor History. He has worked on digitizing and uploading them and adding captions. Almost 250 new photos have been added. Ms. Cheung commented that she had seen the photos and liked them. Mr. Martin said there have been 87 comments or likes on the webpage. He wants it to be an interactive page allowing others to add photos. He also is working on a new article for the history page of the website. Adult Services staff have been working together with the Patron Services staff on the adult non-fiction inventory. Every single item is visually inspected.

Jen Lucas: Youth Services

Two new assistants have been hired, so Youth Services is fully staffed. Winter Reading program was successful with 40 participants—more than in past years. This year's Summer Reading Program theme is Level Up at Your Library. Programming continues to be ambitious. Upcoming programs include spring break boredom bags, junkyard art contest, makers market, poetry slam, Star Wars, glow in the dark paint and sip (juice) program for teens, a silent library program, and Take Your Child to the Library Day (this idea came from the ALA Conference last April.) Hot Chocolate day was very successful with 36 attendees. Outreach includes collaboration with HF High School, Family Reading Night at Parker Junior High, a book fair at HF High School in April and a visit to Infant Jesus of Prague School. The Teen Advisory Board does not have good participation. Trustees are disappointed in the lack of interest. Youth Services will continue to try and grow the program. Ms. Barnes commented that the bulletin boards and displays are great.

Laura Sonnek: Patron Services/Tech Services

Ms. Sonnek explained the inventory process for Adult non-fiction. She gave special kudos to Lauren Seeley and Ekaterina Grassmick for their efforts. Each book is inspected for condition. Books are reviewed by Adult Services to determine if they should remain in the collection. The monthly statistics will reflect this with an increase in the number of discarded books. Missing books are also located as a part of this process. Items from the former Inspiration Station continue to be added to the circulating Library of Things. Most recently a Wolverine digital converter has been added. This device will create JPGs from slides or film. (This is the device Mr. Martin used to digitize the photos he mentioned earlier.) National Library Week is April 6-12. The theme is Grow Your Mind and Spread a Little Sunshine. Seed packets will be given away as part of this event.

Janet DiCastro: Programming and PR Coordinator

Yoga programs no longer require pre-registration. They are first come, first serve on the day of the class. Some February programs had to be re-scheduled due to weather. They will take place this month. Painting with Tracie continues to be a popular program. A bike trails program is planned for April. The craft swap will take place in April, also the Peaceful Sound Bath. On May 3 there will be an in-person home buying program. In the fall an in-person program will be presented by Architect John McPherson entitled "Building Modern South Suburban Communities". David Martin saw this speaker at a downtown event and highly recommended it. A field trip for June to the Lifeline Theater to see War of the Worlds is being worked on. Ms. DiCastro is preparing for this year's summer reading program. Staff t-shirts have been ordered.

New Business

None.

Old Business

A motion was made by Shekika Daggett to approve the Operations Budget for FY 2025-2026 in the amount of \$1,804,895.00. Motion seconded Lisa Komorowski. The motion was unanimously approved by roll call vote.

A motion was made by Jessica Barnes to approve the GASB-54 for FY 2025-2026. Motion seconded by Leilani Shute. The motion was unanimously approved by roll call vote.

Trustee Concerns

Jessica Barnes made everyone aware that the Illinois State Legislature is considering legislation to require library trustees to participate in on-going training (Bill SR 0104). This bill is in the preliminary phases.

Correspondence, articles, events, meetings news

Karen Cheung noted the patron comment left in the comments box. It read, "Thank you. Keep being brilliant in who you are. A great service to the community!"

Adjournment

A motion was made by Christina Roberts to adjourn the regular board meeting. Seconded by Shekika Daggett. The meeting was adjourned at 7:41 p.m.