

FLOSSMOOR PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR BOARD MEETING MINUTES
April 8, 2025
7:00 p.m.

Call to Order

The regular meeting of the Flossmoor Public Library Board of Trustees was called to order at 7:02 p.m. by 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. Also present were Director Jamie Paicely, Operations Manager Leann Fischer, and Administrative Assistant Katherine Thompson.

Trustee Natasha Bergeron was absent.

Acknowledgement of Visitors and Public Comment

Lesley Klauk: No comment.

Approval of Minutes

The minutes of the March 11, 2025 meeting were reviewed. A motion was made by Jessica Barnes to approve the meeting minutes as presented. Seconded by Shekika Daggett. The motion was unanimously approved.

Treasurer's Report and Approval of Bills

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

A motion was made by Leilani Shute and seconded by Lisa Komorowski to approve the bills for April 2025 in the amount of \$49,423.81. The motion was unanimously approved by roll call vote.

A motion was made by Christina Roberts to ratify the March 2025 payroll in the amount of \$62,215.61. Motion seconded by Jessica Barnes. The motion was unanimously approved by roll call vote.

Director's Report

Ms. Paicely reminded everyone that Statements of Economic Interest are due by May 1, 2025.

The Village of Flossmoor New Resident event will not take place at the library this year due to scheduling conflicts for both the Village and the library. It will be held at Conservatory Vintage and Vinyl on Sterling Avenue on April 24. The event will return to the library in 2026.

An update on the settling of the floor in the Adult Fiction section of the library was provided. On March 13, the shelving was re-located to the east side of the library and the section of the library where the floor has settled has been closed off with stanchions. John Brunke, Director of Public Works for the Village, has requested a structural engineer to come to the library to assess the situation and develop a mitigation plan. The Village has contacted their insurance company to determine how repairs will be paid for.

An update also was provided on the proposed restroom renovation. Engberg Anderson Architects will be coming to the library to provide an opinion on converting a second floor office space to a Family Restroom. (The office is located next to existing plumbing.) This proposal would also include remodeling of the Graphics Room portion of the Administrative Suite to create a new office in place of the one converted to a restroom. The preliminary cost estimate is the same as the previously discussed proposals for renovating the first floor restrooms (\$75,000.00).

A family restroom would be single occupancy and could be locked. To gain access a key would be provided by staff. This style of restroom would provide more space for patrons using wheelchairs and requiring assistance in the restroom. The trustees reacted favorably to this proposal. A permit from the Village of Flossmoor will be required to complete this renovation.

A three-year review of all library policies will begin at the May meeting. The review will be spread out over the next six months as follows. May: eight policies; June: eight policies; July: seven policies; August: no meeting; September: seven policies; October: seven policies. Policies under review will be emailed to trustees with their board packets the week prior to the board meeting.

The Inter-governmental Agreement (IGA) with the Village of Flossmoor will expire in 2026. The IGA is an agreement between the Village (the owner of the library building) and the library (the operator of the building). It establishes who is responsible for upkeep and maintenance of the building, the grounds, and the contents. The trustees would like the new IGA to be more clearly defined as to who is responsible for what. In particular, the trustees would like to see the Village assume responsibility for snow shoveling.

Ms. Paicely made trustees aware that President Trump recently issued an Executive Order eliminating the Institute of Museum and Library Services (IMLS). On April 1, all IMLS staff were placed on administrative leave and the processing of federal grants was suspended. The most direct impact of this on the Flossmoor Public Library is the suspension of the Reaching Across Illinois Libraries System (RAILS) grant to the System Wide Automated Network (SWAN). This would increase the annual cost of our SWAN membership to \$5,223.00. Additionally, the Age Options grant (\$5,000.00) would no longer be available. (The current grant expires in September.) Ms. Roberts asked how people can help advocate for libraries. Ms. Paicely suggested contacting elected representatives.

New Business

None

Old Business

None

Trustee Concerns

Jessica Barnes made trustees aware of upcoming events.

- Congresswoman Robin Kelly will be the Keynote Speaker at the HF League of Women Voters Annual Meeting and Luncheon on May 17.
- The Illinois Library Association will be having its annual conference at the Donald E. Stephens Convention Center in Rosemont on October 14-16. There is programming specifically for library trustees.

Leilani Shute reminded trustees of the Annual Trustee Day being presented by ATLAS on May 17 at the Orland Park Public Library.

Jessica Barnes complimented the book displays she has seen recently at the library. She felt that they represent the diversity of the Flossmoor community.

Lisa Komorowski asked about purchasing a second scanner as requested in patron comments. Ms. Paicely told trustees that this is being looked into.

A question was asked about the patron comment regarding youth behavior. Ms. Paicely said that based on the date on the comment card, she thinks this comment was in response to an isolated incident in which there was problematic behavior in the library on that afternoon. It was unfortunate that the patron experienced that. Youth behavior has not been a concern this school year. Latreece Nelson, the after-school security monitor, has done a good job of managing the kids and has a good rapport with them.

A question was asked about the procedure for installing new trustee officers following the swearing in of new trustees at the May meeting. Ms. Paicely said that will happen immediately after the swearing in. Nominations and voting will take place at the same May meeting. She explained that it is necessary to have new officers in place so that the Board can continue to conduct library business.

Correspondence, articles, events, meetings news

No correspondence.

Adjournment

A motion was made by Shekika Daggett adjourn the regular board meeting. Seconded by Lisa Komorowski. The meeting was adjourned at 8:25 pm.