

Steger-South Chicago Heights Public Library
Board of Trustees,
Minutes of the May 16, 2019 Regular Meeting

President Thurmond called the meeting to order at 7:05 pm.

ROLL CALL:

Present: Holecek-Sherman, Joyce, Lueling, Stroube, Thurmond

Absent: Stewart

Also Present: Jennifer Cutshall, Library Director; Patron, Juanita Urban; Trustee Fiorenzo arrived late.

PUBLIC COMMENTS:

None.

MINUTES:

Trustee Stroube made a motion, and Trustee Thurmond seconded the motion to approve the minutes from the March 21, 2019 Regular Meeting as presented. Upon a voice vote, the motion passed.

CORRESPONDENCE:

None.

FINANCIAL REPORT:

Trustee Holecek-Sherman made a motion and Trustee Stroube seconded that the Board approve the April 2019 Claims list for \$11,837.04, the petty cash for \$259.43, the debit card for \$3,572.11 and the IMRF for \$1,456.87 (Library = \$999.70 and Employee = \$457.17). Upon a roll call vote the motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Joyce, Lueling, Stroube, Thurmond

Nays: 0

LIBRARIAN REPORT:

LIBRARIAN'S REPORT

April 2019

AUTOMATION:

Carlos came in and did the regularly scheduled maintenance and updates.

BUILDING MAINTENANCE:

No new issues.

PERSONNEL:

We've hired two new part-time Circulation Clerks, Lauren Ruffolo and Dominique Vazquez.

PROGRAMS:

April Programs

We had 8 Adult Programs, with 51 people attending them. The most popular program was "Spring Cleaning for the Mind," which had 13 attendees.

We had 3 Teen programs, with 3 people attending them. Adulting 101: Safety & Hygiene was the most popular program.

We had 7 Children's programs with 268 people attending them. Our most popular children's event was the Easter Bunny Visit, which had over 140 participants. Messy Play also deserves a mention, with had 20 participants.

We had 1 Family Program, Family Bingo, with 13 participants.

OTHER:

Meetings: I attended 1 Kiwanis meeting, 1 Zone 5 meeting, and 1 SLAM meeting. Additionally, I met with Mike Jordan from State Farm to go over our current insurance coverage.

Exhibit Case: The Park Forest Stamp Club set up a seasonal display featuring stamp collecting materials titled "Spring into Stamps."

IMRF audit: We were randomly selected for an audit by IMRF and I am happy to report there were no findings on their part. Following the examination, the auditor told me our records were, "tight to the penny."

COMMITTEE REPORTS:

None

OLD BUSINESS:

None

NEW BUSINESS:

None.

TRUSTEE DISCUSSION:

None.

ADJOURMENT:

Trustee Joyce made a motion and Trustee Thurmond seconded to adjourn the meeting. Upon a voice vote the motion passed. The meeting was adjourned at 8:00 pm.

Secretary's Signature