

**Steger-South Chicago Heights Public Library District
Board of Trustees
Minutes of the October 22, 2020 Regular Meeting**

President Thurmond called the meeting to order at 7:03 pm

ROLL CALL:

Present: Holecek-Sherman, Nyhanna, Stanton, Stewart, Thurmond

Absent: Fiorenzo, Joyce

Also Present: Jennifer Cutshall, Library Director

PUBLIC COMMENTS:

None

MINUTES:

Trustee Nyhanna made a motion, and Trustee Holecek-Sherman seconded the motion to approve the minutes from the September 17, 2020 Regular meeting as presented. Upon a voice vote, the motion passed.

CORRESPONDENCE:

Trustees were made aware of the TIF Reimbursement received from the Village of South Chicago Heights.

FINANCIAL REPORT:

Trustee Holecek-Sherman made a motion and Trustee Stanton seconded that the Board approve the October 2020 Claims list for \$7,255.28, the Petty Cash for \$499.60, the Debit Card for \$2,331.15 and the IMRF for \$1,336.41 (Library = \$969.43 and Employee = \$366.92). Upon a roll call vote the motion passed.

Ayes: Holecek-Sherman, Nyhanna, Stanton, Stewart, Thurmond

Nays: 0

Absent: 2

LIBRARIAN REPORT:

**LIBRARIAN'S REPORT
September 2020**

AUTOMATION:

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

BUILDING MAINTENANCE:

We have a significant leak in the roof above the Marie Room. MERTS came to inspect our rooftop A/C unit, which was found to be in good working order, but they also located and photographed some problems up there, including holes and sinking. I am in the process of having roofing companies come out and give us an estimate on repair and replacement, and I hope to have any necessary work approved and completed before snowfall.

PERSONNEL:

Brittany Dilbeck tendered her resignation, effective November 5th. We will be hiring another Circulation Clerk as a replacement and are currently accepting applications.

PROGRAMS:

September Programs

We offered 5 Children's Programs online this month with 58 total attendees.

We offered 7 Adult Programs online this month with 559 total attendees. Our most popular offering continues to be **Easy Peasy Recipes** on Facebook.

The premiere Steger-South Chicago Heights **Drive-In Movie Night** was a major success with close to 150 vehicles in attendance. The next Movie Night will take place the evening of October 23rd.

OTHER:

Meetings:

I attended the following:

- SWAN Quarterly on September 3
- LIMRiCC on September 15
- Movie Night Meeting on September 17
- Zone 5 on September 18

I was elected to serve on the ATLAS board and appointed to the office of Vice President during our last monthly meeting.

OLD BUSINESS:

None.

NEW BUSINESS:

The Director will continue to pursue additional information regarding options for refinancing our mortgage.

Trustees reviewed Ordinance 20-09: An Ordinance providing for the Levy of Steger-South Chicago Heights Public Library District, Cook and Will Counties, Illinois for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021. A Levy Special Hearing will be held on November 19, 2020 at 7:00 pm.

TRUSTEE DISCUSSION:

Trustees reviewed and discussed Chapters 1 & 2 of *Serving our Public 4.0: Standards for Illinois Libraries*.

Trustees also discussed involving the Village of South Chicago Heights in the Library's next collaboration with School District 194 and the Village of Steger.

ADJOURNMENT:

Trustee Stewart made a motion and Trustee Nyhanna seconded to adjourn the meeting. Upon a voice vote the motion passed. The meeting was adjourned at 7:37 pm.

Secretary's Signature