

**Steger-South Chicago Heights Public Library  
Board of Trustees  
Minutes of the June 17, 2021 Regular Meeting**

President Thurmond called the meeting to order at 7:00 pm

**ROLL CALL:**

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

Absent: Joyce

Also Present: Jennifer Cutshall, Library Director

**PUBLIC COMMENTS:**

None

**MINUTES:**

Trustee Stanton made a motion, and Trustee Nyhanna seconded the motion to approve the minutes from the May 16, 2021 Regular meeting as presented. Upon a voice vote, the motion passed.

**CORRESPONDENCE:**

None.

**FINANCIAL REPORT:**

Trustee Nyhanna made a motion and Trustee Holecek-Sherman seconded that the Board approve the May 2021 Claims list for \$32,754.20, the petty cash for \$155.83, the debit card for \$4,249.54 and the IMRF for \$1,,742.70 {(Library (\$1137.90) + Employee (\$604.80))}. Upon a roll call vote the motion passed.

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

Nays: 0

Absent: Joyce

**LIBRARIAN'S REPORT:**

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May 2021**

**AUTOMATION:**

Carlos performed regularly scheduled maintenance and updates. Additionally, he assisted with our hoopla setup and reconfigured all our laptops for in-library checkout. We also ordered two more ceiling mount Wi-Fi enhancers so patrons will have improved connectivity throughout the building.

**BUILDING MAINTENANCE:**

- Montes roofing completed their work on the older portion of our roof.
- I met with Max of Max's Landscaping to discuss the library's landscaping.
- MERTS came and did their seasonal inspection and replaced a belt on our rooftop unit.
- Ron Cutshall helped moving furniture around the building in anticipation of our reopening.

**PERSONNEL:**

Jesus Dorantes was hired as a Circ Clerk. He is also employed by the Chicago Heights Public Library and has been a good fit so far.

**PROGRAMS:**

In May, we offered **4** online programs, with a total number of our Facebook posts reaching over **1,600** individuals. Laura's **Easy Peasy Recipes** continues to be most popular with **96** views. Our website had a total of **1,285** visits.

**Steger Night at the Movies** was held at Columbia Central on Friday, **May 21st**. The event was attended by over **80** vehicles. Laura Munoz and set up a booth and handed out goody bags for all attendees, assisted by Ron Cutshall. The next movie night is planned for later this summer.

**OTHER:**

- The library's mortgage refinance was successfully completed.
- Jess and Laura were selected from among librarians all over the nation to present at the upcoming annual ARSL conference October 20-23, in Sparks, Nevada! They will be traveling together and staying overnight in an AirBnb near to the conference center.

Meetings:

I attended the following:

- Hoopla meeting on May 2 & 14
- SLAM on May 20
- Zone 5 on May 21
- ATLAS Trustee Training on May 22
- Kiwanis on May 25

**COMMITTEE REPORTS:**

None

**OLD BUSINESS:**

None

**NEW BUSINESS:**

Trustee Holecek-Sherman made a motion and Trustee Nyhanna seconded the motion to pass Ordinance 21-01: Ordinance to Levy and Assess a Tax for Building and Maintenance Purposes. Upon a voice call, motion carried.

Trustee Holecek-Sherman made a motion and Trustee Nyhanna seconded the motion to pass Ordinance 21-02: Ordinance of the Steger-South Chicago Heights Public Library District of Cook and Will Counties setting Meeting Times and Dates. After a voice call, motion carried.

Trustee Stanton made a motion and Trustee Nyhanna seconded the motion to pass Ordinance 21-03: Authorization of Non-Resident Cards. After a voice call, motion carried.

Ordinance 21-06: Budget and Appropriations Ordinance was reviewed. It will be available for public inspection starting on July 6th. There will be a special meeting for the Budget and Appropriations Hearing on August 19<sup>th</sup> at 7:00pm.

Trustee Fiorenzo motioned and Trustee Holecek-Sherman seconded to go into Closed Session in accordance with 5 ILCS 120/2(c) at 7:55pm. Upon a voice vote, motion passed.

Trustee Fiorenzo motioned and Trustee Holecek-Sherman seconded to begin Closed Session at 7:56pm. Upon a voice vote, motion passed.

Trustee Nyhanna motioned and Trustee Stanton seconded to end Closed Session at 8:32pm. Upon a voice vote, motion passed.

Trustee Fiorenzo motioned and Trustee Holecek-Sherman seconded to reenter Open Session at 8:33pm. Upon a voice vote, motion passed.

**TRUSTEE DISCUSSION:**

Trustees discussed the recent continuing education program hosted by ATLAS. Director Cutshall will send links to those interested.

**ADJOURMENT:**

Trustee Nyhanna made a motion and Trustee Stanton seconded to adjourn the meeting. Upon a voice vote the motion passed. The meeting was adjourned at 8:34pm.

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Secretary's Signature