

**Steger-South Chicago Heights Public Library
Board of Trustees
Minutes of the August 19, 2021 Regular Meeting**

President Thurmond called the meeting to order at 7:17 pm

ROLL CALL:

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

Absent: Stanton

Also Present: Jennifer Cutshall, Library Director; Amy Perez

SWEARING IN OF NEW LIBRARY TRUSTEE

Secretary Janet Fiorenzo swore in newly appointed trustee, Amy Perez.

PUBLIC COMMENTS:

None

MINUTES:

Trustee Fiorenzo made a motion, and Trustee Nyhanna seconded the motion to approve the minutes from the July 15, 2021 Regular meeting as presented. Upon a voice vote, the motion passed.

CORRESPONDENCE:

The Director shared a patron's email response.

FINANCIAL REPORT:

Trustee Stanton made a motion and Trustee Joyce seconded that the Board approve the August 2021 Claims list for \$15,826.05, the petty cash for \$480.69, the debit card for \$2,438.42 and the IMRF for \$2,670.48 {(Library (\$1,747.25) + Employee (\$923.23))}. Upon a roll call vote the motion passed.

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

Nays: 0

Absent: 0

LIBRARIAN'S REPORT:

**LIBRARIAN'S REPORT
July 2021**

AUTOMATION:

Carlos Martinez performed regularly scheduled maintenance and updates.

BUILDING MAINTENANCE:

- Ron Cutshall replaced the thermostat in the Youth Services area and changed light bulbs.
- Midwest Pest came and treated the library for pests.

PERSONNEL:

Cindi Gaz put in her retirement notice, effective August 3rd. Ashleigh Thompson left for college, though she may fill in for us in the future. Devonte Turner continues to learn Technical Services procedures from Martha Hernandez in anticipation of her retirement.

PROGRAMS:

Our Summer Reading Program continued and had a total of **19** active participants. We offered **3** online programs, with a total number of our Facebook posts reaching **3,269** individuals. Our Family Outdoor Chalk Night had **5** participants, despite the fact that it was a rainy evening! Our website had a total of **1,276** visits.

OTHER:

- As a result of our participation at the School Registration Days for District 194, we were able to sign **167** patrons up for new cards this month, and renew another **58**!
- In July, our library circulated **1,253** items. Our busiest days were Tuesdays. Our busiest time was the one o'clock hour.

Meetings:

I attended the following:

- Kiwanis on July 13 & 27
- School Registration Days for District 194

COMMITTEE REPORTS:

The finance committee did not meet, though members reviewed the FY2021-2022 budget individually.

OLD BUSINESS:

Trustee Joyce made a motion and Trustee Perez seconded to hire Gass Professional Painting to do exterior and interior work on the library for a fee of \$12,250. Upon a voice call, motion carried.

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

Nays: 0

Absent: 0

NEW BUSINESS:

Trustee Nyhanna made a motion to approve Ordinance 21-06: Budget & Appropriations. Trustee Joyce seconded. Upon a voice call, motion carried.

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

Nays: 0

Absent: 0

Trustee Joyce made a motion to approve Ordinance 21-07: Estimate of Revenues for Fiscal Year 2021-2022. Trustee Stanton seconded. Upon a voice call, motion carried.

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

Nays: 0

Absent: 0

Trustee Stanton made a motion to approve Ordinance 21-08: Treasurer's Report for Fiscal Year 2020-2021. Trustee Perez seconded. Upon a voice call, motion carried.

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

Nays: 0

Absent: 0

TRUSTEE DISCUSSION:

Trustees discussed the possibility of an upcoming Friends of the Library meeting.

ADJOURNMENT:

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 8:04pm.

Secretary's Signature