

**MINUTES OF THE MARCH 22, 2021  
REGULAR MEETING  
OF THE SOUTH HOLLAND PUBLIC LIBRARY  
BOARD OF TRUSTEES  
ONLINE MEETING VIA ZOOM**

1) **Call to Order:** Per Illinois Public Act 101-0640, this meeting will be held by remote attendance. President Vanessa Bradley called the meeting to order at 7:02 p.m.

2) **Roll call:**

Present: President Vanessa Bradley, Vice-President Don Van Deursen, Treasurer Pat McCreary, Secretary Elaine MacKenzie, Trustee Pat Rohm, Library Director Christyn Rayford and Business Manager Edna Burns.  
Trustee Felicia Houston arrived at 7:12 p.m.

Absent:

3) **Introduction of Guests – None**

4) **Public Comments – None**

Members of the Public are invited to speak to the Board. Speakers are allowed three (3) minutes to address the Board. Individuals will not be allowed to speak a second time until all speakers who wish to address the Board have been recognized.

5) **Correspondence – None**

6) **Approval of Minutes**

a) Treasurer McCreary moved to approve the Minutes of the regularly scheduled meeting on February 22, 2021, of the South Holland Public Library Board of Trustees. Vice-President Van Deursen seconded the motion.

Roll Call:

Ayes: Bradley, Van Deursen, MacKenzie, Rohm, McCreary, Houston

Nays: None

Absent:

Motion carried.

7) **Approval of Bills**

a) Secretary MacKenzie moved to approve the March 22, 2021 bills submitted for payment in the amount of \$27,979.54. Trustee Rohm seconded the motion.

Roll Call:

Ayes: Bradley, Van Deursen, McCreary, MacKenzie, Rohm, Houston

Nays: None

Absent:

Motion carried.

8) **Financial Reports**

a) Secretary MacKenzie moved to approve the *Revenue & Expenditure Reports Year-to-Date* for March, 2021. Vice-President Van Deursen seconded the motion.

Roll Call:

Ayes: Bradley, Van Deursen, MacKenzie, Rohm, McCreary, Houston

Nays: None

Absent:  
Motion carried.

b) Review of Village Financials.

**9) Committee Reports**

- a) Building & Grounds – Business Manager Burns reported that one of the drainage pipes located on the South side of the building was cracked. Vice-President Van Deursen suggested to get a quote from Reichelt Plumbing.
- b) Finance – Treasurer McCreary reported that the Finance Committee approved a merit increase for staff not to exceed 3.25%.  
The Finance Committee also approved the Working Budget for FY2021-2022 totaling \$2,459,584.

**10) Unfinished Business**

**11) New Business**

**a) Working Budget FY2021-2022 – For Action**

Secretary MacKenzie moved to approve the working budget FY2021-2022 totaling \$2,459,584. Vice-President Van Deursen seconded the motion.

Roll Call:

Ayes: Bradley, Van Deursen, McCreary, MacKenzie, Rohm, Houston

Nays: None

Absent:

Motion carried.

**b) Resolution 2022-01 Library Appropriation and Levy for FY2021-2022– For Action**

Vice-President Van Deursen moved to approve the appropriation for FY2021-2022 totaling \$2,459,584 and levy totaling \$2,296,955. Secretary MacKenzie seconded the motion.

Roll Call:

Ayes: Bradley, Van Deursen, McCreary, MacKenzie, Rohm, Houston

Nays: None

Absent:

Motion carried.

**c) New Board Orientation Documentation – For Discussion**

President Bradley informed the Board that Rich Zimmerman has retired, therefore the Trustees whose term expires this year was not notified. There will be two new seats, Vice-President Van Deursen and Trustee Houston. The Board can appoint Trustee Houston to fill former Trustee Banash's position. The two people on the ballot will fill vacant positions. Vice-President Van Deursen will retire in April.

**d) Space Needs Assessment Continuation FY2020-2021 – For Discussion**

Director Rayford asked the Board if they wanted to choose a company from the three that were chosen last year for the Space Needs Assessment. Treasurer McCreary suggested that they re-interview the three companies that were chosen. Treasurer McCreary will join the interviews.

**12) Library Director's Report**

- a) Director Rayford reported that Elizabeth De Jong, Head of Circulation is no longer with the Library. Tori Stratton will replace her.
- b) Director Rayford reported that the Summer Reading Kick-off will be held on June 5, 2021 at Veteran's Park. We will sponsor a bubble show, color walk, DJ and games for the children.
- c) Director Rayford reported that the Library will have the Rainbow Ice Cream truck at the Library for one week during the summer.
- d) Director Rayford asked the Board if they wanted Summer Reading T-shirts.

**13) Announcements**

- a) The next regular meeting of the South Holland Public Library Board of Trustees is April 26, 2021 at 7:00 p.m.

**14) Adjournment**

At 7:46 p.m. Vice-President Van Deursen moved the Board adjourn until the next regular meeting. Trustee Houston seconded the motion. Motion unanimously carried.

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(Secretary's Signature)

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Date