

**MINUTES OF THE MARCH 28, 2022  
REGULAR MEETING  
OF THE SOUTH HOLLAND PUBLIC LIBRARY  
BOARD OF TRUSTEES  
NORTH MEETING ROOM**

1) **Call to Order:** President Vanessa Bradley called the meeting to order at 6:02 p.m.

2) **Roll call:**

Present: President Vanessa Bradley, Vice-President Felicia Houston, Treasurer Pat McCreary Cannon, Secretary Elaine MacKenzie, Trustee Pat Rohm, Trustee Angela Oldenkamp, Trustee Janice Newman, Library Director Christyn Rayford and Business Manager Edna Burns.

Absent: None

3) **Introduction of Guests**

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 Cannon moved to approve the Minutes of the regularly scheduled meeting on February 28, 2022 of the South Holland Public Library Board of Trustees. Trustee Oldenkamp seconded the motion.

Roll Call:

Ayes: Bradley, MacKenzie, McCreary Cannon, Rohm, Newman, Oldenkamp, Houston

Nays: None

Absent:

Motion carried.

7) **Approval of Bills**

a) Secretary MacKenzie moved to approve the March 28, 2022 bills submitted for payment in the amount of \$31,966.12. Vice-President Houston seconded the motion.

Roll Call:

Ayes: Bradley, Houston, MacKenzie, McCreary Cannon, Rohm, Newman, Oldenkamp

Nays: None

Absent: None

Motion carried.

**8) Financial Reports**

- a) Treasurer McCreary Cannon moved to approve the *Revenue & Expenditure Reports Year-to-Date* for March, 2022. Trustee Newman seconded the motion.

Roll Call:

Ayes: Bradley, Houston, MacKenzie, McCreary Cannon, Rohm, Newman, Oldenkamp.

Nays: None

Absent: None

Motion carried.

- b) Review of Village Financials.

**9) Committee Reports**

- a) Building & Grounds – No Report

- b) Finance – Treasurer McCreary informed the Board that the committee agreed to approve the Working Budget for FY2022-2023 totaling \$2,545,669. She also informed the Board that the committee agreed to approve Resolution 2023-01 Library Appropriation totaling \$2,545,669 and Levy for FY2022-2023 totaling \$2,377,350.

**10) Unfinished Business**

**11) New Business**

- a) **Approval of Working Budget FY2022-2023 – For Action**

Vice-President Houston moved to approve the working budget for FY2022-2023, totaling \$2,545,669. Secretary MacKenzie seconded the motion.

Roll Call:

Ayes: Bradley, Houston, MacKenzie, McCreary Cannon, Rohm, Newman, Oldenkamp

Nays: None

Absent: None

Motion carried.

- b) **Resolution 2023-01 Library Appropriation and Levy for FY2022-2023 – For Action**

Secretary MacKenzie moved to approve the appropriation for FY2022-2023 totaling \$2,545,669 and the levy totaling \$2,377,350. Treasurer McCreary Cannon seconded the motion.

Roll Call:

Ayes: Bradley, Houston, MacKenzie, McCreary Cannon, Rohm, Newman, Oldenkamp

Nays: None

Absent: None

Motion carried.

- c) **South Holland Fire Department Fire Alarm System Update – For Action**

Treasurer MacKenzie moved to approve replacement of Fire Alarm System within two years. Trustee Newman seconded the motion.

Roll Call:

Ayes: Bradley, Houston, MacKenzie, McCreary Cannon, Rohm, Newman, Oldenkamp

Nays: None

Absent: None  
Motion carried.

- d) Semi-Annual Review of Closed Session Minutes – For Action**  
Treasurer McCreary Cannon moved to open all Closed Session Minutes. Vice-President Houston seconded the motion.  
Roll Call:  
Ayes: Bradley, Houston, MacKenzie, McCreary Cannon, Rohm  
Nays: None  
Absent: None  
Abstain: Oldenkamp, Newman  
Motion carried.
- e) Destruction of Closed Meeting Recordings – For Action**  
Vice-President Houston motioned to destroy the audio and video recordings from the July 27, 2020 and August 24, 2020 executive session closed meetings. Secretary MacKenzie seconded the motion.  
Roll Call:  
Ayes: Bradley, Houston, MacKenzie, McCreary Cannon, Rohm, Newman, Oldenkamp  
Nays: None  
Absent: None  
Motion carried.
- f) Destruction of Verbatim Recordings – For Action**  
Secretary MacKenzie motioned that in compliance with State Executive Orders to holding open meetings remotely during the COVID-19 pandemic, to approve the destruction of the verbatim recordings of the regular meetings held on April 6, 2020, April 27, 2020, May 18, 2020 and June 22, 2020. Vice-President Houston seconded the motion.  
Roll Call:  
Ayes: Bradley, Houston, MacKenzie, McCreary Cannon, Rohm, Newman, Oldenkamp  
Nays: None  
Absent: None  
Motion carried.
- g) Public Meeting Room Usage – For Discussion**  
Director Rayford informed the Board that the Public Meeting Room will be open for programs with a maximum of 50 people for the months of April, May and June. It will be closed to the public during the renovation.
- 12) Library Director's Report**
- a) Director Rayford reported that there were 8 programs during Black History Month. They were attended by 17-26 people.
  - b) She informed the Board that during National Library week we will hold a design a library card challenge.
  - c) She informed the Board that the Library will hold a Book Trivia contest during National Library week.
  - d) She informed the Board that she will provide pizza for the staff on Wednesday during National Library week.
  - e) She informed the Board that the renovation will be posted on the website after the bid process is done.
  - f) She explained the Ancel Glink information regarding holding remote meetings.

**13) Announcements**

The next regular meeting of the South Holland Public Library Board of Trustees is April 25, 2022 at 6:00 p.m.

**14) Adjournment**

At 6:36 p.m. Secretary MacKenzie moved the Board adjourn until the next regular meeting. Trustee Rohm seconded the motion. Motion unanimously carried.

Claine V. MacKenzie  
(Secretary's Signature)

4/25/22  
Date