

MINUTES OF THE FEBRUARY 27, 2023  
REGULAR MEETING  
OF THE SOUTH HOLLAND PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Small Meeting Room

1) **CALL TO ORDER:** President Vanessa Bradley called the meeting to order at 6:00pm.

2) **ROLL CALL**

Present: President Vanessa Bradley, Secretary Elaine MacKenzie, Treasurer Pat McCreary, Trustee Janice Newman, Trustee Angela Oldenkamp, Trustee Pat Rhom

Absent – Vice President Felicia Houston

3) **INTRODUCTION OF GUESTS**

a. Amilcar Perez was introduced as new Assistant Director

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**

6) **APPROVAL OF MINUTES**

a. Treasurer Pat McCreary Cannon moved to approve the minutes from the regularly scheduled meeting on January 23, 2023. \* Oldenkamp seconded.

Roll Call:

Ayes: Vanessa Bradley, Pat McCreary, Elaine MacKenzie, Janice Newman, Angela Oldenkamp, Pat Rhom

Nays: None

Absent: Felicia Houston

Motion carried.

7) **APPROVAL OF BILLS**

a. Treasurer Pat McCreary Cannon moved to approve the February 27, 2023 bills submitted for payment in the amount of \$ 115,645.13. Newman seconded.

Rollcall:

Ayes: Vanessa Bradley, Elaine MacKenzie, Janice Newman, Angela Oldenkamp, Pat Rhom

Nays: None

Absent: Felicia Houston

Motion carried.

*\*Attachment included in Board packet. For further information, please contact: Christyn Rayford, Library Director; South Holland Public Library, 16250 Wausau Avenue, South Holland, IL 60473; 708-527-3104 or [christyn@shlibrary.org](mailto:christyn@shlibrary.org). Any individual requiring special accommodations as specified by the Americans with Disabilities Act is requested to notify the Library Director at least 24 hours in advance of the meeting date.*

## 8) FINANCIAL REPORTS

- a. Approval of the *Revenue & Expenditure Reports Year-to-Date* for February 2023. \*  
Treasurer Pat McCreary Cannon moved to table the approval of the Revenue & Expenditure Reports Year-to-Date for February 2023 for review at the March Board Meeting. MacKenzie seconded.

Rollcall:

Ayes: Vanessa Bradley, Pat McCreary, Elaine MacKenzie, Janice Newman, Angela Oldenkamp, Pat Rhom

Nays: None

Absent: Felicia Houston

Comments: Due to a lack of information provided by the lack of current Village Financial reports a motion was made by the Treasurer to table discussions and approve the revenue & expenditure reports at the March meeting.

- b. Review Village Financials for February 2023\*

Comments: Director Rayford indicated that the Village of South Holland will move to a new system for invoicing where transfer of documentation will be electronic instead of transferring paper packets monthly. However, the Village indicated that some checks may have to approved after the fact even if they were paid on time.

## 9) COMMITTEE REPORTS

- a. Building & Grounds – No report
- b. Finance – No report

## 10) UNFINISHED BUSINESS

- a. Consumer Price Index Increase for all Staff FY2023-2024—For Action\*  
Treasurer Pat McCreary Cannon moved to approve Consumer Price Index increase for FY2023-2024 of 3.75% per individual. Mackenzie seconded.

Rollcall:

Ayes: Vanessa Bradley, Elaine MacKenzie, Pat McCreary, Janice Newman, Angela Oldenkamp, Pat Rhom

Nays: None

Absent: Felicia Houston

Motion Carried.

## 11) NEW BUSINESS

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- a. Approval of ATLAS Director's Weekend Retreat March 24 & 25—For Action\*  
Pat McCreary Cannon moved to approve professional development training for Library Director in the amount of \$250. Rohm seconded.

Rollcall:

Ayes: Vanessa Bradley, Elaine MacKenzie, Pat McCreary, Janice Newman, Angela Oldenkamp, Pat Rhom

Nays: None

Absernt: Felicia Houston

Motion Carried.

- b. Resolution 2023-04 Transfer Funds to Cash 15-00- 111—For Action\*

Janice Newman moved to approve Resolution 2023-04 Transfer of Funds from Other Cash #115 to Cash #111 in the amount of \$1, 204, 549. Oldenkamp seconded.

Rollcall:

Ayes: Vanessa Bradley, Elaine MacKenzie, Pat McCreary, Janice Newman, Angela Oldenkamp, Pat Rhom

Nays: None

Absernt: Felicia Houston

Motion Carried.

Comments: Director Rayford explained that the goal of resolution 2023-04 is to level out accounts to ensure that Library Capital Improvement expense line is funded.

## 12) LIBRARY DIRECTOR'S REPORT

- a. LACONI Trustee Banquet. Director Rayford indicated that this event is open to Trustees to network.

## 13) ANNOUNCEMENTS

The next regular meeting of the South Holland Library Board of Trustees is

Monday, March 27, 2023 at 6:00 p.m.

## 14) ADJOURNMENT

- a. Secretary Elaine MacKenzie moved the Board to adjourn at 6:43 p.m. until next regular meeting. Motion unanimously carried.

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Elaine MacKenzie, Secretary

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Date

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