



# South Holland Public Library

www.shlibrary.org

16250 Wausau Avenue • South Holland, IL 60473 • Phone: (708) 527-3150 • Fax: (708) 331-6557

## MINUTES OF THE OCTOBER 23, 2023 REGULAR MEETING OF THE SOUTH HOLLAND PUBLIC LIBRARY BOARD OF TRUSTEES

### 1) CALL TO ORDER

President Vanessa Bradley called the meeting to order at 6:00pm

### 2) ROLL CALL

Present: President Vanessa Bradley, Vice President Felicia Houston, Secretary Elaine MacKenzie, Trustee Sonya Harrington, Trustee, Angela Oldenkamp, Director Christyn Rayford, and Assistant Director Amilcar Perez.

Absent: Trustee Janice Newman, Treasurer Patricia McCreary Cannon arrived at 6:10pm

### 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. Secretary Elaine MacKenzie moved to approve the minutes of the September 25, 2023, Regular Meeting of the South Holland Public Library Board of Trustees. Trustee Angela Oldenkamp seconded the motion.

Rollcall:

Ayes: Vanessa Bradley, Felicia Houston, Elaine MacKenzie, Sonya Harrington, Angela Oldenkamp.

Nays: None

Absent: Patricia McCreary Cannon, Janice Newman

Motion carried.

### 7) APPROVAL OF BILLS

- a. Trustee Angela Oldenkamp moved to approve the October 23, 2023 bills submitted for payment in the amount of \$ 44,771.48. Secretary Elaine MacKenzie seconded the motion.

Rollcall:

Ayes: Vanessa Bradley, Felicia Houston, Elaine MacKenzie, Sonya Harrington, Angela Oldenkamp.

Nays: None

Absent: Patricia McCreary Cannon, Janice Newman

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.*



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## 8) FINANCIAL REPORTS

- a. Vice-President Felicia Houston moved to approve the Revenue & Expenditure Reports Year-to-Date for October 2023. Trustee Sonya Harrington seconded the motion.

Rollcall:

Ayes: Vanessa Bradley, Felicia Houston, Elaine MacKenzie, Sonya Harrington, Angela Oldenkamp.

Nays: None

Absent: Patricia McCreary Cannon, Janice Newman

Motion carried.

- b. Review Village Financials\*

## 9) COMMITTEE REPORTS

- a. Building & Grounds - None
- b. Finance - None

## 10) UNFINISHED BUSINESS

- a. Illinois Library Standards Chapters 9, 10, 11 - For Discussion

No comments

## 11) NEW BUSINESS

- a. Trustee Angela Oldenkamp moved to approve a 3.5% Levy Increase Request for FY2024-2025, as discussed. Treasurer Elaine MacKenzie seconded the motion.

Rollcall:

Ayes: Vanessa Bradley, Felicia Houston, Patricia McCreary Cannon, Elaine MacKenzie, Sonya Harrington, Angela Oldenkamp.

Nays: None

Absent: Janice Newman

Motion carried.

- b. Paid Leave for All Workers Act— For Discussion

Comments: Director Rayford indicated Illinois is implementing mandatory paid time off to be used for any reason and that this change will be applicable to any workers without benefits, less than 18 hrs.

- c. 15.0 Personnel Policy Updates — For Discussion

Comments: In addition to the inclusion of the Paid Leave for All Workers Act, Director Rayford highlighted some clarifications in the Tuition Assistance, Smoking, Vacation, Personal Appearance, and Organizational Chart sections.

## 12) LIBRARY DIRECTOR'S REPORT

- a. Director Christyn Rayford informed that there is a clear upward trend in attendance in programming across the board. She highlighted the Murder Mystery, Reptile program,

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and Hispanic Heritage Month programming and Grand Celebration.

- b. She informed that the plans for Black History Month: Harlem Renaissance are on their way. A discussion was had about future programming and programs to revisit and research.

## 13) ANNOUNCEMENTS

The next regular meeting of the South Holland Library Board of Trustees is Monday, November 20, 2023 at 6:00 p.m.

## 14) ADJOURNMENT

Secretary Elaine MacKenzie moved to adjourn the meeting at 6:52 pm. Motion carried unanimously.

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Elaine MacKenzie, Secretary

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Date