

SOUTH HOLLAND PUBLIC LIBRARY  
FINANCE COMMITTEE MEETING MINUTES  
Monday, February 15, 2021  
Online Meeting via Zoom  
11:00 a.m.

- 1) **Call to Order:** Per Illinois Public Act 101-0640, this meeting will be held by remote attendance. Treasurer Patricia McCreary called the meeting to order at 11:01 a.m.
- 2) **Roll Call**  
Treasurer Patricia McCreary, President Vanessa Bradley, Trustee Pat Rohm, Library Director Christyn Rayford and Business Manager Edna R. Burns.

3) **New Business**

a. **FY2021-2022 Personnel Budget – Review and Discussion**

Director Rayford explained the minimum hourly wage will increase to \$12.00 in January, 2022 therefore she adjusted the minimum salaries for pay grades 3 and 4 and adjusted the midpoint for salary grade 2.

Treasurer McCreary asked to see individual staff salaries for fiscal years 2019, 2020, and 2021. She also asked how many employees were at the Library. Director Rayford responded that the Library has 34 employees.

Treasurer McCreary did not want to review Merit increases until she reviews the staff salaries. Director Rayford explained that the Finance Committee would have to go into Closed Session due to the fact that individual salaries will be provided and discussed. The Closed Session meeting would have to be held before the Regular Board meeting on Monday, February 22, 2021.

The Finance Committee agreed to meet on Friday, February 19, 2021 at 12:00 p.m.

4) **Announcements**

- a. Director Rayford explained to the Committee that in fiscal year 2021-2022, she would like to hire a part-time Marketing person to manage our website, social media, Newsletter and community communication. Treasurer McCreary asked if we had someone on staff that could manage Marketing. Director Rayford explained that there were several staff members handling these tasks but it takes time away from them performing their normal duties and by having several members doing different things our platform is not uniform.

Trustee Rohm agreed that a Marketing person should manage our communication.

5) **Adjournment**

At 11:48 a.m. President Bradley moved to adjourn the meeting. Trustee Rohm seconded the motion. Motion unanimously carried.

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Library Director

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Date

*For further information regarding this meeting agenda, please contact:  
Robin Wagner, Library Director; South Holland Public Library, 16250 Wausau Avenue, South Holland, IL 60473;  
708-331-5262 or [robin@southhollandlibrary.org](mailto:robin@southhollandlibrary.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.*