

**MINUTES OF THE JUNE 27, 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 6:08 p.m.

2) Roll call:

Present: President Vanessa Bradley, Treasurer Pat McCreary Cannon, Secretary Elaine MacKenzie, Trustee Pat Rohm, Library Director Christyn Rayford and Business Manager Edna Burns.

Absent: Vice-President Felicia Houston, Trustee Angela Oldencamp, Trustee Janice Newman

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 – Letter from Jessie White informing the Library that the Live & Learn Construction grant in the amount of \$125,000 was awarded.

6) Approval of Minutes

a) Treasurer McCreary Cannon moved to approve the Minutes of the regularly scheduled meeting on May 23, 2022 of the South Holland Public Library Board of Trustees. Secretary MacKenzie seconded the motion.

Roll Call:

Ayes: Bradley, MacKenzie, McCreary Cannon, Rohm

Nays: None

Absent: Houston, Oldencamp, Newman

Motion carried.

7) Approval of Bills

A) Trustee Rohm moved to approve the June, 2022 bills submitted for payment in the amount of \$41,961.61. Treasurer McCreary Cannon seconded the motion.

Roll Call:

Ayes: Bradley, MacKenzie, McCreary Cannon, Rohm

Absent: Houston, Oldencamp, Newman

Motion carried.

8) Financial Reports

a) Secretary MacKenzie moved to approve the *Revenue & Expenditure Reports Year-to-Date* for June, 2022. Treasurer McCreary Cannon seconded the motion.

Roll Call:

Ayes: Bradley, MacKenzie, McCreary Cannon, Rohm

Nays: None
Absent: Houston, Oldencamp, Newman
Motion carried.

b) Review of Village Financials.

9) Committee Reports

- a) Building & Grounds – Trustee Rohm reported that the rummage sale went well. We made over \$2,000.
- b) Finance – No Report

10) Unfinished Business

a) Fall Library Virtual Board Meetings – For Action

Treasurer McCreary Cannon moved to approve Fall Library Board meetings to take place virtually beginning August 22, 2022 until the conclusion of the Library Renovation Project. Secretary MacKenzie seconded the motion.

Roll Call:

Ayes: Bradley, MacKenzie, McCreary Cannon, Rohm

Absent: Houston, Oldencamp, Newman

Motion carried.

11) New Business

a) Illinois Public Library Annual Report FY2021-2022 (IPLAR) – For Action

Treasurer McCreary Cannon moved to approve and submit the Illinois Public Library Annual Report FY2021-2022. Trustee Rohm seconded the motion,

Roll Call:

Ayes: Bradley, MacKenzie, McCreary Cannon, Rohm.

Nays: None

Absent: Houston, Oldencamp, Newman

Motion carried.

Treasurer McCreary Cannon noted the population change on the IPLAR Report. Director Rayford stated that the population change was a result of the 2020 Census reporting.

Trustee Rohm asked about the reporting of a Board Vacancy. Director Rayford stated it was Nancy Banash's position as it fell into the new Fiscal year as well.

b) Telecommuting for Full-Time Employees During Renovation -For Discussion

Public Services full-time staff will be moved to the Board room. The circulation staff will have to be in-house while the Library is open. President Bradley stated she was open to staff working two-days from home for proper social distancing purposes. Director Rayford informed we will need to offer staff a reimbursement at the end of the Renovation project as a result.

12) Library Director's Report

- a) Director Rayford explained the Legal Notice regarding filling open vacancies.
- b) Trustee Rohm advised that staff should be given N95 masks during the renovation. Director Rayford agreed to purchase N95 masks.
- c) The Summer Reading Kick-off went well, we had approximately 250 people in attendance. 35 Adults and 105 children registered
- d) Director Rayford noted Lunch at the Library is going slowly this year.
- e) We have posted the Youth Services Librarian position to close on July 5th.

13) Announcements

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

14) Adjournment

At 6:53 p.m. Secretary MacKenzie moved the Board adjourn until the next regular meeting. Trustee Rohm seconded the motion. Motion unanimously carried.

(Secretary's Signature)

Date