

MINUTES OF THE MARCH 25, 2024  
REGULAR MEETING  
OF THE SOUTH HOLLAND PUBLIC LIBRARY  
BOARD OF TRUSTEES

**1) CALL TO ORDER**

President Vanessa Bradley called to order at 6:00.

**2) ROLL CALL**

Present: President Vanessa Bradley, Vice-President Felicia Houston, Treasurer Patricia McCreary Cannon, Secretary Elaine MacKenzie, Trustee Sonya Harrington, Trustee Janice Newman, Trustee Angela Oldenkamp, Director Christyn Rayford.

Trustee Janice Newman arrived at 6:02 pm  
Vice-President Felicia Houston arrived at 6:05 pm

Absent: Amilcar Perez, Assistant Director

**3) INTRODUCTION OF GUESTS**

**4) PUBLIC COMMENTS**

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.

Comments:

Rodney Harrington from River Oaks Community Education and Development Corporation (ROC ED) introduced himself. He made a petition to the library to get involved with a Digital Equity program available through Cook County.

**5) CORRESPONDENCE - NONE**

**6) APPROVAL OF MINUTES**

- a. Treasurer Patricia McCreary Cannon moved to approve the minutes of the February 26, 2024, Regular Meeting of the South Holland Public Library Board of Trustees. Secretary Elaine MacKenzie seconded the motion.

Roll Call:

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

Nays: None

Motion carried.

**7) APPROVAL OF BILLS**

- a. Trustee Angela Oldenkamp moved to approve the March 25, 2024, bills submitted for payment in the amount of \$ 30, 966.42. Treasurer Patricia McCreary Cannon seconded the motion.

Roll Call:

*\*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; 708-527-3150 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.*

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

Nays: None

Motion carried.

Comments: Treasurer Patricia McCreary Cannon asked if the new Fire System update will have voice and sound activation. Trustee Newman asked if it would be multi-lingual? Director Rayford informed she was not familiar about the language but to her knowledge yes to voice and sound notifications.

## **8) FINANCIAL REPORTS**

- a. Secretary Elaine MacKenzie moved to approve the Revenue & Expenditure Reports Year-to-Date for March 2024. Trustee Janice Newman seconded the motion.

Roll Call:

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

Nays: None

Motion carried.

- b. Review Village Financials for March 2024\*

Comments:

Treasurer Patricia McCreary Cannon asked about budget and property tax numbers. President Vanessa Bradley asked about the current amount available in the Library other cash account. Treasurer Patricia McCreary Cannon asked if the Village is looking at our accounts for transaction and if we are at risk for losing funds. Director Rayford answered to the best of her knowledge at this time.

## **9) COMMITTEE REPORTS**

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

## **10) UNFINISHED BUSINESS**

## **11) NEW BUSINESS**

- a. Trustee Janice Newman moved to approve a one-time compensation bonus for the Library Director for the conclusion of 2022 Library Renovation project. Trustee Sonya Harrington seconded the motion.

Roll Call:

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

Nays: None

Motion carried.

- b. Motion to approve Justin Pathman of Rethink Owner Solutions and Product Architecture and Design to further assess the Lower Level Restroom for renovation purposes in FALL 2024.

Roll Call:

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Ayes: None

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

Motion did not carry.

Comments: The Board requested a secondary and third quote for the project as the first was deemed to high. Trustee Oldenkamp questioned the Construction Manager and Architect fees and their negotiation potential. Director Rayford informed she would reach out to Attorney Roger Ritzman to inquire about RFP for construction proposals.

## **12) LIBRARY DIRECTOR'S REPORT**

- Summer Reading Finale events were discussed.
- Smash Bros Tournament for Kids was requested.
- Library Polos for Trustees was requested.
- a. Cook County Statement of Economic Interest Due
- b. ATLAS Trustee Day – Saturday, May 18, 2024 \*

## **13) ANNOUNCEMENTS**

The next regular meeting of the South Holland Library Board of Trustees is Monday, April 22, 2024 at 6:00 p.m.

## **14) ADJOURNMENT**

Secretary MacKenzie moved the Board to adjourn the meeting at 6:38 pm. Vice-President seconded the motion. Motion carried unanimously.

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Elaine MacKenzie, Secretary

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Date

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