

MINUTES OF THE APRIL 22, 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 pm.

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, Assistant Director Amilcar Perez.

Absent: Trustee Janice Newman (Arrived at 6:06 pm).

3) INTRODUCTION OF GUESTS: Felecia Williams in attendance.

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: Patron Felicia Williams share her concerns about not being able to use the study rooms for more than two hours per day. She pointed out that other libraries allow four-hour slots. She is in great need to use a quiet space and inquired about the possibility of alternatively using other meeting spaces.

5) CORRESPONDENCE – No correspondence

6) APPROVAL OF MINUTES

- a. Secretary Elaine MacKenzie moved to approve the minutes of the March 25, 2024, Regular Meeting of the South Holland Public Library Board of Trustees. Trustee Janice Newman seconded the motion.

Roll Call:

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

Nays: None

Absent: None

Motion carried.

- b. President Vanessa Bradley moved to approve the minutes of the March 24, 2024, Finance Committee Meeting of the South Holland Public Library Board of Trustees. Trustee Harrington seconded the motion.

Roll Call:

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

Nays: None

Absent: None

**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. 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.*

Motion carried.

7) APPROVAL OF BILLS

- a. Secretary Elaine MacKenzie moved to approve the April 22, 2024, bills submitted for payment in the amount of \$ 38,362.99. Trustee Angela Oldenkamp seconded the motion.

Roll Call:

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

Nays: None

Absent: None

Motion carried.

8) FINANCIAL REPORTS

- a. Trustee Angela Oldenkamp moved to approve the Revenue & Expenditure Reports Year-to-Date for April 2024. Treasurer Patricia McCreary Cannon seconded the motion.

Roll Call:

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

Nays: None

Absent: None

Motion carried.

- b. Review Village Financials*

9) COMMITTEE REPORTS

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

10) UNFINISHED BUSINESS - None

11) NEW BUSINESS

- a. Vice-President Houston moved to approve the working budget for FY2024-2025 totals \$2,739,783.00. Trustee Janice Newman seconded the motion.

Roll Call:

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

Nays: None

Absent: None

Motion carried.

- b. Trustee Sonya Harrington moved to approve the appropriation for FY2024-2025 totals \$2,739,783.00 and the levy totals \$ 2,571,283.00. Treasurer Patricia McCreary Cannon

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seconded the motion.

Roll Call:

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

Nays: None

Absent: None

Motion carried.

- c. Trustee Angela Oldenkamp moved to approve Resolution 2025-02 Authorizing Non-Resident Library Cards for FY2024-2025 as discussed. Trustee Janice Newman seconded the motion.

Roll Call:

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

Nays: None

Absent: None

Motion carried.

- d. Trustee Angela Oldenkamp, in compliance with State Executive Orders pertaining to holding open meetings remotely during the COVID-19 pandemic, moved to approve the destruction of the verbatim recordings of the Building and Grounds Committee Meeting held on November 11, 2021. Vice-President Felicia Houston seconded the motion.

Roll Call:

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

Nays: None

Absent: None

Motion carried.

- e. Treasurer Patricia McCreary Cannon, in compliance with State Executive Orders pertaining to holding open meetings remotely during the COVID-19 pandemic, moved to approve the destruction of the verbatim recordings of the Financial Committee Meetings held January 10, 2022. Vice-President Felicia Houston seconded the motion.

Roll Call:

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

Nays: None

Absent: None

Motion carried.

- f. Vice-President Felicia Houston, in compliance with State Executive Orders pertaining to holding open meetings remotely during the COVID-19 pandemic, moved to approve the destruction of the verbatim recordings of the regular board meetings held on January 24,

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2022, February 25, 2022, August 22, 2022. Trustee Janice Newman seconded the motion.

Roll Call:

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

Nays: None

Absent: None

Motion carried.

LIBRARY DIRECTOR'S REPORT

- a. Director Rayford shared her experience attending 2024 Public Library Association Conference. She attended sessions about onboarding, wellness, community partnerships, and marketing.
- b. She highlighted that she has reached out to the NIR for a cost assessment and timeline for roof replacement.
- c. She informed that staff is eager to participate in the Reaching Forward conference as our first in-service of the year. A bus will bring staff to the conference.
- d. She also highlighted a new partnership between the Library and the Village that has a goal the support of the community when in need of Digital Literacy or English support to process business and constructions permits.

12) ANNOUNCEMENTS

The next regular meeting of the South Holland Library Board of Trustees is May 20, 2024, at 6:00 p.m.

13) ADJOURNMENT

Secretary MacKenzie moved the Board to adjourn the meeting at 6:47 pm. The motion was carried unanimously.

Elaine MacKenize, Secretary

Date

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