

PARK FOREST PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

September 16, 2021

The regular meeting of the Park Forest Public Library Board of Trustees opened at 7:30 pm.

ROLL CALL

Those present were:

Park Forest Public Library Board Members: Sevena Merchant, Linda Marron, Janis Elmore, Lance Jefferson, Alice McBride, Felicia Rangel, and Alan Shnay

Park Forest Public Library Staff: Barbara Osuch, George Manno, Jennifer Oosterbaan, Katherine Goosby, Millie Robles, and Mary VanSwol

Also present: Candyce Herron and Beth Brecher

APPROVAL OF MINUTES

Trustee Rangel asked about the fine-free section. She wanted the word “items” to be changed to “fines” in the second to last paragraph.

The minutes of the regular meeting of August 19, 2021, were approved as changed.

COMMUNICATIONS

Library Director Osuch shared that the Library won a beautification award for 2021. She also shared a thank you note from Village Trustee Joseph Woods.

AUDIENCE TO VISITORS

President Merchant welcomed Village Trustee Liaison Candyce Herron. Village Trustee Herron introduced herself.

FINANCIAL REPORT

Library Director Osuch stated that the report was included in the packet. President Merchant asked about electrical work in the kids’ zone. Staff member George Manno answered that there was rewiring and outlets put in. The Board asked for more details.

REPORT OF THE BOARD PRESIDENT

President Merchant stated that the Olympia Fields Public Library contract ends April 2022. Negotiations will most likely begin in January. Previously, the Olympia Fields Public Library Board signed a five-year contract.

President Merchant announced committee assignments.

Friends: Trustee McBride and Trustee Jefferson

Personnel: Trustee Rangel, Trustee Elmore, and Trustee Shnay

Finance: Everyone

REPORT OF THE LIBRARIAN

Library Director Osuch left books for the latest book discussions for all of the trustees at their seats. Library Director Osuch informed the Board about the new flowers in the window box garden.

REPORT OF THE OLYMPIA FIELDS PUBLIC LIBRARY TRUSTEE

Library Director Osuch stated that they will have a meeting next week Wednesday.

DEEP WELL SUMP PUMPS

Two companies provided quotes for the replacement of the deep well sump pumps.

Trustee Marron moved that the Board approve the recommended proposal to replace the deep well sump pumps as submitted.

Trustee Rangel seconded.

Trustee Jefferson asked which company is recommended. Library Director Osuch answered that Library staff recommend Calumet City Plumbing for the quality of their product and service. The Board discussed the contracts.

The motion passed.

BUILDING INSPECTION

Staff member George Manno talked about his experiences talking to building inspectors and why the Library should get a building inspection. The Board should know any problems with the building prior to a potential transfer of ownership from the Village. The Village and Library staff know about a buried fuel tank but not the current condition of the tank.

Library Director Osuch explained that additional tests will probably be necessary, which is why she is asking the Board to vote on inspection costs not to exceed \$20,000.

The Board discussed the quotes. Staff member George Manno stated that he preferred Chicago Building Inspections.

Trustee Jefferson moved that the Board approve the expense of a building inspection not to exceed \$20,000.

Trustee Elmore seconded.

The motion passed.

TAX LEVY

Library Director Osuch stated that Village Finance Director Pries recommended a reduction of the levy. The included report gives some background on the levy.

President Merchant stated that any change to the levy will not be reflected on tax bills until next year. The Library's levy is a small amount compared to the Village and School District levies.

Trustee Marron noted that the amount levied is not necessarily what the Library will get in tax money. The Board discussed the expense of taking over the building and the future levy.

Trustee McBride asked the timeline for making a decision on owning the building. President Merchant answered that she would like the building inspection report before moving forward on transferring ownership of the building. President Merchant stated that she does not think the Library should pay anything for the building since the Library is part of the Village. The Village Manager previously stated that he thought some dollar amount would be requested by the Village Board. The Library Board would make a proposal, and the Village Board would decide whether to approve the proposal.

The Board discussed services from the Village.

COMMENTS

Trustee Marron stated that the block that she used to live on received a beautification award for the block. The Board discussed the block and the wonderful job the residents did gardening.

ADJOURNMENT

The meeting adjourned at 8:28 pm.