

Steger-South Chicago Heights Public Library  
Board of Trustees,  
Minutes of the April 19, 2018 Regular Meeting

President Thurmond called the meeting to order at 7:09 pm

**ROLL CALL:**

Present: Fiorenzo, Holecek-Sherman, Joyce, Stroube , Thurmond

Absent: Luering, Stewart

Also Present: Jamie Paicely, Library Director

**PUBLIC COMMENTS:**

None

**MINUTES:**

Trustee Joyce made a motion, and Trustee Stroube seconded the motion to approve the minutes from the March 15, 2018 Regular meeting as presented. Upon a voice vote, the motion passed. Trustee Holecek-Sherman did abstain from the vote.

**CORRESPONDANCE:**

The library received their 2018 Per Capita award letter, stating that the grant was being fully funded again. We expect to receive \$17,136.25 for next fiscal year.

Director Paicely received a \$500 stipend to attend ARSL Conference in Springfield in September. The money will be reimbursed to the library after the conference is over.

Southland voice ran our press release about our participation in the EDGE Initiative. The Citizen also ran the release, but contacted the library for quotes in their story.

**FINANCIAL REPORT:**

Trustee Holecek-Sherman made a motion and Trustee Joyce seconded that the Board approve the April 2018 Claims list for \$10,373.93, the petty cash for \$241.00, the debit card for \$3,356.33 and the IMRF for \$2,937.93 (Library = \$2,125.36 and Employee = \$812.57). Upon a roll call vote the motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Joyce, Stroube, Thurmond

Nays: 0

**LIBRARIAN REPORT:**

**March 2018**

**AUTOMATION:**

Carlos came in and did the regularly scheduled maintenance and updates. He has begun updating to Windows 10 on our public computers as well as the staff computers.

**BUILDING MAINTENANCE:**

I have schedule Aleck Plumbing to service the Backflow device, as is required annually.

**PERSONNEL:**

Melissa Formas is still out on Medical Leave.

**PROGRAMS:**

March Programs

We had 11 Adult Programs, with 102 people attending them. The most popular program was the DIY Bunny Giveaway which had 25 people dropping by for that. We also had 14 people at the Easter Flower Arrangement program and 15 at the DIY Wine Tumbler program.

We had 5 Teen programs, with 34 people attending them. Our most popular program was the St. Patrick's Day Tie Dye program, with 14 teens participating in that. We also had 11 volunteers for the month.

We had 13 Children's programs with 493 people attending them. Our most popular children's event was the Easter Bunny Party, which had 76 family pictures taken, 67 Easter Books given away and 180 kids crafts completed!

**OTHER:**

Meetings: I attended 3 ATLAS meeting, 1 SLAMM meeting, 1 SWAN meeting, a Library survey webinar, and the Prairie State College Community Celebration.

Director Paicely also gave a quarterly update on the Strategic Plan.

**COMMITTEE REPORTS:**

None.

**OLD BUSINESS:**

The Board discussed the Director's Evaluation. A copy was presented to the Director ahead of time so that she could comment or ask questions as she saw fit. The evaluation was a positive one with an overall "Better than Average" rating.

**NEW BUSINESS:**

None

**TRUSTEE DISCUSSION:**

None

**ADJOURNMENT:**

Trustee Joyce made a motion and Trustee Holecek-Sherman seconded to adjourn the meeting. Upon a voice vote the motion passed. The meeting was adjourned at 8:03 pm.

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Secretary's Signature