

Steger-South Chicago Heights Public Library District  
Board of Trustees  
Minutes of the August 15, 2019 Regular Meeting

President Thurmond called the meeting to order at 7:22 pm

**ROLL CALL:**

Present: Fiorenzo, Holecek-Sherman, Lueling, Stewart, Thurmond

Absent: Joyce, Stroube

Also Present: Jennifer Cutshall, Library Director

**PUBLIC COMMENTS:**

None

**MINUTES:**

Trustee Holecek-Sherman made a motion, and Trustee Stewart seconded the motion to approve the minutes from the July 18, 2019 Regular meeting as presented. Upon a voice vote, the motion passed.

**CORRESPONDENCE:**

None

**FINANCIAL REPORT:**

Trustee Holecek-Sherman made a motion and Trustee Lueling seconded that the Board approve the August 2019 Claims list for \$14,809.08, the Petty Cash for \$255.06, the Debit Card for \$1,735.39 and the IMRF for \$1,409.73 (Library = \$967.35 and Employee = \$442.38). Upon a roll call vote the motion passed.

Ayes: Fiorenzo, Holecek-Sherman, Lueling, Stewart, Thurmond

Nays: 0

Absent: Joyce, Stroube

**LIBRARIAN REPORT:**

**LIBRARIAN'S REPORT**  
**July 2019**

**AUTOMATION:**

Carlos came in and did the regularly scheduled maintenance and updates, as well as setting up a new computer station for Nicole.

**BUILDING MAINTENANCE:**

I received two official bids for the sealcoating of our parking lot.

**PERSONNEL:**

Nicole Castagna began work at the library as our new Marketing Associate.

**PROGRAMS:**

July Programs

We had 8 Adult programs, with 122 people attending them. The most popular program was the Power of Attorney Workshop, which had a total of 23 people attend.

We had 4 Teen programs, with 19 people attending them. Our most popular program was our Volunteer Program, with 6 teens participating in that.

We had 9 Children's programs, with 314 people attending them. Our most popular children's event was Little Readers Storytime, which had 34 children that participated.

We had 5 Family Programs, with 134 people attending them. Most popular was our End of Summer Reading Party, with 75 participants.

**OTHER:**

I did not attend any outside meetings this month.

We have begun recording daily usage statistics at the Circulation Desk and I hope to share some of the accumulated data with the board in the near future.

**COMMITTEE REPORTS:**

None.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

Trustee Holocek-Sherman made a motion to approve Ordinance 19-06: Budget and Appropriations. Trustee Stewart seconded. Upon a voice call, motion carried.

Ayes: Fiorenzo, Holecek-Sherman, Luering, Stewart, Thurmond

Nays: 0

Absent: Joyce, Stroube

Trustee Stewart made a motion to approve Ordinance 19-07: Estimate of Revenue for Fiscal Year 2019/2020. Trustee Luering seconded. Upon a voice call, motion carried.

Ayes: Fiorenzo, Holecek-Sherman, Luering, Stewart, Thurmond

Nays: 0

Absent: Joyce, Stroube

Trustee Holecek-Sherman made a motion to approve Ordinance 19-08: Treasurer's Report for Fiscal Year 2018/2019. Trustee Stewart seconded. Upon a voice call, motion carried.

Ayes: Fiorenzo, Holecek-Sherman, Luering, Stewart, Thurmond

Nays: 0

Absent: Joyce, Stroube

Trustee Holecek-Sherman made a motion to approve the Library Closure on Friday, December 6, 2019 for In-Service and preparations for holiday event on Saturday, December 7, 2019. Trustee Stewart seconded. Upon a voice call, motion carried.

Ayes: Fiorenzo, Holecek-Sherman, Luering, Stewart, Thurmond

Nays: 0

Absent: Joyce, Stroube

**TRUSTEE DISCUSSION:**

Trustees discussed inviting Amanda from Dobrzynski Accounting to make a presentation at the August Regular Meeting.

**ADJOURNMENT:**

Trustee Luering made a motion and Trustee Stewart seconded to adjourn the meeting. Upon a voice vote the motion passed. The meeting was adjourned at 8:37 pm.

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Secretary's Signature