

OLYMPIA FIELDS PUBLIC LIBRARY

Board Meeting Minutes

October 26, 2016

The regular meeting of the Olympia Fields Public Library Board of Trustees was called to order at 6:05 pm.

Trustees present: Diane Pierson, Joan Braden, Sherry Demian, and Carolyn Johnson

Trustees absent: F. Patrick Kelly and Dwight Floyd

Also present: Renee Wick-Brink and Katie Braden

APPROVAL OF MINUTES

The Board corrected the minutes to reflect that they would not be doing a community survey.

Trustee Johnson moved that the minutes of the Olympia Fields Public Library Board of Trustees September meeting be approved as corrected.

Trustee Damien seconded.

Minutes were approved as corrected.

CORRESPONDENCE

Shirley Nale sent a thank you note for the flowers that the Olympia Fields Library Board sent during her illness.

FINANCIAL REPORT

The Board decided to wait until Trustee Floyd was present to discuss the financial report.

SURVEY AND FOCUS GROUP

The survey from three years ago was expensive and not useful. Trustee Kelly will lead a focus group. Invitations will go to the Homeowners Association, association presidents, and Village Hall. The Board suggested limiting the focus group to 25 people. Another suggestion is to have two sessions, a daytime meeting at Brookdale and an evening meeting at the Park Forest Public Library. These sessions would likely take place in March and May of 2017. The sign-up flyer should ask for a name, phone number, and email address. They also discussed having boxes to collect sign-ups at the Olympia Fields Village Hall, Brookdale, and the Park Forest Public Library.

COMMUNICATIONS

Trustee Braden noted that the Little Free Library is being blocked by a fence during construction at Sgt. Means. She will talk to someone at the Village about whether it should be covered and made unavailable during construction.

The joint meeting of the Olympia Fields Public Library and Park Forest Public Library Board of Trustees is November 4, 2016, at 6:00 pm. The Board will bring their questions and ideas.

Trustees Braden and Johnson will attend the Breakfast with the Olympia Fields Village President on Saturday, November 12, 2016.

The Board discussed the difficulty in getting library events into the Olympia Fields Village Newsletter.

ELECTRONIC SIGNAGE

Trustee Demian contacted a contractor about electronic signage, and the Board needs to get information from the Village about restrictions on light and height. The Board expects this project to cost \$45,000-\$50,000.

PER CAPITA GRANT REVIEW

The Board reviewed Chapter 6 on Access from the Standards for Illinois Libraries publication.

REPORT OF THE LIBRARIAN

Staff member Renee Wick-Brink shared information about upcoming programs like Chalk Talk, the book discussion on Saturday, November 13th, and the holiday book giveaway on December 3rd, which the Board contributed funds to make possible.

COMMUNICATIONS

Trustee Braden will talk to Naomi about getting Library information on the cable channel. She also discussed the introduction of another Little Free Library. Some suggested locations were the Metra station, Post Office, and Village Hall.

ADJOURNMENT

Trustee Demian moved to adjourn.

Trustee Johnson seconded.

Meeting was adjourned at 7:30 pm.