

MINUTES OF THE MAY 19, 2025
REGULAR MEETING OF THE
SOUTH HOLLAND PUBLIC LIBRARY
BOARD OF TRUSTEES

1) CALL TO ORDER

President Vanessa Bradley called the meeting to order at 6.00 pm.

2) SWEARING IN OF BOARD MEMBERS

Secretary Elaine MacKenzie administered the Oath of Office to Vanessa Bradley, Patricia McCreary Cannon, Sonya Harrington, Janice Newman, Angela Oldenkamp, and new Trustee LaTia Maxwell.

Janice left at 6.45

3) ELECTION OF BOARD OFFICERS FOR 2025-2029.

Election of Officers for 2025-2029

Trustees Janice Newman and Angela Oldenkamp expressed interest in the vacant Vice-President position. Trustees voted 6 to 1 in favor of Angela Oldenkamp.

Trustee Janice Newman moved to approve the following slate of Officers for 2025-2029:

President – Vanessa Bradley

Vice-President – Angela Oldenkamp

Secretary – Elaine MacKenzie

Treasurer – Pat McCreary Cannon

Trustee Sonya Harrington seconded the motion.

Rollcall:

Ayes: Vanessa Bradley, Angela Oldenkamp, Patricia McCreary Cannon, Elaine MacKenzie, Sonya Harrington, Janice Newman, LaTia Maxwell.

Nays: None

Absent: None

Motion carried

4) APPOINTMENT OF COMMITTEES FOR 2025-2029

Vice-President Oldenkamp moved to appoint the following committee members for 2025-2029:

a. Building and Grounds – Sonya Harrington

b. Finance – Pat McCreary Cannon

Treasurer McCreary Cannon seconded the motion.

Rollcall:

Ayes: Vanessa Bradley, Angela Oldenkamp, Patricia McCreary Cannon, Elaine MacKenzie, Sonya Harrington, Janice Newman, LaTia Maxwell.

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

5) APPOINTMENT OF OPEN MEETINGS ACT (OMA) OFFICER FOR 2025-2029

Vice-President Oldenkamp moved to appoint Open Meetings Act (OMA) Officer for 2025-2029 to Trustee LaTia Maxwell. Trustee Newman seconded the motion.

Rollcall:

Ayes: Vanessa Bradley, Angela Oldenkamp, Patricia McCreary Cannon, Elaine MacKenzie, Sonya Harrington, Janice Newman, LaTia Maxwell.

Nays: None

Absent: None

Motion carried

6) ROLL CALL

Present: President Vanessa Bradley, Vice-President Angela Oldenkamp, Treasurer Patricia McCreary Cannon, Secretary Elaine MacKenzie, Trustee Sonya Harrington, Trustee Janice Newman, Trustee LaTia Maxwell, Director Christyn Rayford, Assistant Director Amilcar Perez.

Absent: None (Trustee Newman left at 6:45 pm)

7) INTRODUCTION OF GUESTS - None

8) PUBLIC COMMENTS - None

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.

9) CORRESPONDENCE - None

10) APPROVAL OF MINUTES

- a. Treasurer McCreary Cannon moved to approve the minutes of the April 28, 2025, Regular Meeting of the South Holland Public Library Board of Trustees. Trustee Sonya Harrington seconded the motion.

Rollcall:

Ayes: Vanessa Bradley, Angela Oldenkamp, Patricia McCreary Cannon, Elaine MacKenzie, Sonya Harrington, Janice Newman, LaTia Maxwell.

Nays: None

Absent: None

Motion carried

11) APPROVAL OF BILLS

- a. Treasurer McCreary Cannon moved to approve the final April bills for FY2024-2025, submitted for payment in the amount of \$61,824.50. Trustee Newman seconded the motion.

Rollcall:

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Ayes: Vanessa Bradley, Angela Oldenkamp, Patricia McCreary Cannon, Elaine MacKenzie, Sonya Harrington, Janice Newman, LaTia Maxwell.

Nays: None

Absent: None

Motion carried

Comments: Treasurer McCreary Cannon questioned what was purchased in late April to add an additional \$4, 632.58 spent. Director Rayford explained it was a number of purchases made on Amazon across fund lines and later received bills.

- b. Treasurer McCreary Cannon moved to approve the May 19, 2025, bills submitted for payment in the amount of \$11,919.09. Trustee Newman seconded the motion.

Rollcall:

Ayes: Vanessa Bradley, Angela Oldenkamp, Patricia McCreary Cannon, Elaine MacKenzie, Sonya Harrington, Janice Newman, LaTia Maxwell.

Nays: None

Absent: None

Motion carried

Comments: Vice-President Oldenkamp asked about the Director's Insurance. Director Rayford explained what it was and that it is an annual fee.

12) FINANCIAL REPORTS

- a. Vice-President Oldenkamp moved to approve the Revenue & Expenditure Reports Year-to-Date for FY2024-2025. Trustee Harrington seconded the motion.

Rollcall:

Ayes: Vanessa Bradley, Angela Oldenkamp, Patricia McCreary Cannon, Elaine MacKenzie, Sonya Harrington, Janice Newman, LaTia Maxwell.

Nays: None

Absent: None

Motion carried

- b. Treasurer McCreary Cannon moved to approve the Revenue & Expenditure Reports Year-to-Date for May 2025. Trustee Newman seconded the motion.

Rollcall:

Ayes: Vanessa Bradley, Angela Oldenkamp, Patricia McCreary Cannon, Elaine MacKenzie, Sonya Harrington, Janice Newman, LaTia Maxwell.

Nays: None

Absent: None

Motion carried

- c. Review Village Financials. –

Comments: Treasurer McCreary Cannon questioned extensively the current Property Tax Received. Director Rayford informed final numbers will be on the Budget Comparison sheet for FY2024-2025 end that has yet to be received. No finance reports have been received for the month of May as this board meeting is a week earlier than

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usual due to the holiday.

13) COMMITTEE REPORTS

- a. Building & Grounds by Sonya Harrington – Director Rayford shared an architectural proposal contract to create blueprint schematics and a rough budget analysis for future Library projects: YS Courtyard, Adult Outdoor Patio, and Lower Level Restroom renovation projects.
- b. Finance by Patricia McCreary Cannon - None

14) UNFINISHED BUSINESS – None

15) NEW BUSINESS

- a. Secretary MacKenzie moved to approve changes to Library Policy 3.0 Library Facilities, as discussed. Vice-President Oldenkamp seconded the motion.

Rollcall:

Ayes: Vanessa Bradley, Angela Oldenkamp, Patricia McCreary Cannon, Elaine MacKenzie, Sonya Harrington, LaTia Maxwell.

Nays: None

Absent: Trustee Newman left at 6:45 pm

Motion carried

16) LIBRARY DIRECTOR'S REPORT

- a. Director Rayford presented the FY2025 - 2026 IL Standards Schedule.
- b. She informed trustees about the exciting lineup of programs for the summer.
- c. She provided an update from RAILS regarding IMLS funding.

17) ANNOUNCEMENTS

The next regular meeting of the South Holland Library Board of Trustees is Monday, June 23, 2025 at 6:00 p.m.

18) ADJOURNMENT

Secretary MacKenzie moved to adjourn the meeting at 6:52 pm. The motions carried unanimously.

Elaine MacKenize, Secretary

Date

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