

GREEN HILLS PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
April 15, 2024  
Regular Meeting

The Green Hills Public Library District Board of Trustees met at the Library on April 15, 2024.

CALL TO ORDER AND ROLL CALL

President Angelos called the meeting to order at 6:00 p.m. Present were, N. Angelos, C. Barry, I. Chafee, K. Groark, and T. Hanes.

Also present from staff were Jane Jenkins, Library Director; Sara Horn, Deputy Director, and Roberta Richter, Head of Business Services.

A. Mohammad and S. Stratakos were absent.

Angelos moved, and Barry seconded to appoint Groark as Treasurer Pro Tempore. Upon a voice vote, all Trustees present voted "aye."

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENT

Angelos welcomed virtual visitor Amanda Standerfer of Fast Forward Libraries.

NEW BUSINESS

Strategic planning virtual presentation and discussion with Amanda Standerfer of Fast Forward Libraries.

Director Jenkins introduced Standerfer. As of the date of the Board meeting, there have been 446 patron responses to the strategic planning community survey. In addition, there have been 17 responses to the staff side survey.

Standerfer shared a summary of her background and provided a brief orientation of the strategic planning process, which will cover a three to five-year time frame. The plan will allow stakeholders to understand the investment being made in the Library.

Standerfer discussed the "Golden Circle Framework" which speaks to the "why, how, and what?" in achieving the Library's vision. She also went over the planning timeline, which began in February with implementation starting in October. She explained that the topics in the patron and staff surveys cover a wide range of questions.

Standerfer started the kickoff, and the Trustees gave their input on the environmental scan. This scan includes considering the factors outside of the Library which need to be kept in mind during planning. Topic headings included in the scan covered political, economic, social, technological, legal, and the Library sector.

Political factors noted by the Trustees included the need for more awareness of the Israel-Palestine conflict, protests, passions around issues in the Middle East, differences in political affiliations, and respect for differing viewpoints.

Economic factors included high and low-income populations (most notably in the elementary school district), multi-generational households, low-income housing, small local businesses, an active Chamber of Commerce, and the disparity between wealthy and low-income areas.

Social factors discussed include a large low-income population, large Muslim and Polish populations, ESL speaking households, diversity in the community, and the celebration of diverse holidays.

Technological factors included the digital divide, digital literacy, tech support for an aging community, younger residents and mobile technology, technology changes needed to match how residents use it, and student need for technology for school.

Legal factors discussed include patron privacy, book banning, bomb threats, Illinois' law regarding book banning, and ensuring compliance with that law.

The Library sector includes libraries being utilized as community centers with plenty of hangout space and drive through services.

The next part of the kickoff included a SOAR (Strengths, Opportunities, Aspirations, Results) Analysis:

Strengths of the Library, both past and present, discussed included providing a summer lunch program for two years, offering Wi-Fi hotspots, employing a very tech savvy staff, keeping up with trends, good use of space, study rooms, a fireplace, belonging to the SWAN consortium (ILL ability), staff who listen and are responsive to patrons, providing a polling place, online resources, the aquarium, an automated materials handler, being the first and only Library in North America to have implemented smart shelf technology, the willingness to try new things and innovate, inclusive programming, outreach, partnering with businesses on programs, community shredding event, community mosaic project, 3D printer, CDs, Library of Things, clothing drives to support people in need, Mini golf, Haunted House at Halloween, an updated building, a good relationship with the elementary schools, participation in the National Night Out community event, offering Arab story times, offering programs for English Language Learners, having great leadership, little Free DVD Libraries in the community providing good customer service, and good work relationships.

Opportunities of the Library discussed include parking, limited expansion space, a community pantry, Friends of the Library, providing a 24/7 Library in an advantageous location, offering more programs on Saturdays to reach working parents, partnering more with public and private schools, working with Moraine Valley Community College, getting more people to walk through the door, providing more exposure to all that we offer.

Aspirations discussed included people in the community feeling represented in the Library because there are staff members that speak other languages, offering a welcome and comfortable space, people seeking out help at the library, getting connected to resources in the community, offering a no judgment space, staff greeting patrons to welcome them into the building, providing a great atmosphere and environment, making

it known that the Library is more than a collection of books and offering an updated perception of the Library.

Results discussed included people being supported, people knowing that the Library is there for them, improving mental health, connection, social support, reliance on the library, and value for the Library.

Standerfer closed the kickoff and said she would provide Jenkins with a summary of the input before the Board retreat session in August.

#### APPROVAL OF MINUTES

Chafee moved, and Groark seconded, that the Board of Trustees approve the minutes of the Regular Board Meeting on March 18, 2024. Upon a voice vote, all Trustees present voted "aye." Motion carried.

Groark moved, and Chafee seconded, that the Board of Trustees approve the minutes of the Closed Session Meeting on March 18, 2024. Upon a voice vote, all Trustees present voted "aye."

#### OPERATING FUND TREASURER'S REPORT AND WARRANT

Groark moved, and Hanes seconded that the Operating Fund Treasurer's Report for the month ending March 2024 be received and filed for audit, and that Operating Fund Warrant #10 for the month of April 2024 in the amount of \$244,773.32 be approved and authorized for disbursement. Upon a roll call vote, all Trustees present voted "aye." Motion carried.

#### PRESIDENT'S REPORT

None.

#### PUBLIC COMMENT

None.

#### DIRECTOR'S REPORT

Director Jenkins thanked the Trustees for their thorough participation in the Strategic Planning kick-off and stated that it will be good to see the value of going through this process when the plan is complete.

Director Jenkins announced that the new materials handler is being installed this week and should be up and running by the end of the week.

Director Jenkins gave a shout out to staff, notably Head of Patron Services, Teri Wilson, for heading up a fun week of activities for both staff and patrons in celebration and recognition of National Library Week and National Library Worker's Day.

#### NEW BUSINESS:

#### ACTION ITEMS:

24-04-08 Barry moved, and Angelos seconded to approve the late opening of the Library on Friday, August 23 at 2 p.m. for a strategic planning staff retreat. Upon a voice vote, all Trustees present voted "aye." Motion carried.

ADJOURNMENT

There being no further business before the Board, adjourned the Regular Meeting at 7:10 p.m.

Prepared and submitted by,

*Roberta Richter*

Roberta Richter, Recording Secretary