

MINUTES
OAK LAWN PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Meeting, August 19, 2025 at 6:45 p.m.

The regular meeting of the Oak Lawn Public Library Board of Trustees was held on Tuesday, August 19, 2025 at Oak Lawn Public Library. President Brightmore called the meeting to order at 6:49 p.m.

ROLL CALL

Trustees Present: Ms. Brightmore, Ms. Mallo, Ms. McCarthy, Ms. McDermott, Mr. Schwarzkopf and Mr. Skibinski (6:53 p.m.)
Trustees Absent: Ms. O'Keefe
Staff Present: Ms. Williams, Director; Ms. Mueller, Business and Personnel Manager; Ms. Yasecko, Technical Services Department Head; Ms. Harris, Youth Services Associate and Ms. McWilliams, Executive Secretary
Visitors: Carla Williams, AFSME, Lisa Schwarzkopf, Linda Marynowski, Vernon Zumhagen and Ben Bush

PLEDGE OF ALLEGIANCE

Ms. Brightmore led the audience in the Pledge of Allegiance and welcomed our visitors.

COMMUNICATIONS/CITIZEN/STAFF COMMENTS

No activity this month

TECHNICAL SERVICES PRESENTATION

Ms. Yasecko delivered a brief presentation highlighting the various databases available at Oak Lawn Public Library. She provided an overview of key resources, emphasizing their value for research, instruction, and student engagement.

CONSENT AGENDA

APPROVAL OF MINUTES

Regular Meeting, July 15, 2025

BILLS AND INVOICES

Payment of bills and invoices for general obligations as represented by checks numbered 40000-40054 for \$147,788.97 as presented.

Report of the voided checks as presented.

REPORT OF THE DIRECTOR - Personnel Changes

During the month of July 2025, the following staff changes took place:

APPOINTMENTS

- Marika Nickolaou, has been hired as a part-time Computer Services Assistant, in the Technical Services Department effective 07/01/25.

DEPARTURES

- Maha Kavar, Youth Services Page in the Youth Services Department, ended employment 07/03/25.
- Brennan Walls, Customer Services Assistant in the Customer Services Department, ended employment effective 07/29/25.

POLICY REVIEW

No revisions were made to the following policies.

BP 4.3	Non-Resident Fees Policy
BP 4.10	Reference Service Policy
BP 4.10A	ALA Code of Ethics
BP 4.11	Resource Sharing

END OF THE CONSENT AGENDA

MOTION: Made by Ms. McCarthy, seconded by Mr. Skibinski: To Approve the Consent Agenda items 6-9 as amended. Motion passed by unanimous voice vote.

FINANCIAL REPORTS

Ms. Williams presented the Financial Reports.

By the end of July 2025, we would normally be at 58.33% through the budget; we received 51.37% of our revenue and our expenditures are currently at 52.98%.

MOTION: Made by Mr. Schwarzkopf, seconded by Ms. McCarthy: To Accept the Financial Reports as presented. 6 Ayes, 0 Nays, 1 Absent. Motion Passed.

REPORT OF THE DIRECTOR

Narrative and Statistical Report

Ms. Williams submitted the monthly reports.

Friends of the Library Report

The July 3, 2025 meeting minutes were submitted.

OLD BUSINESS/DISCUSSION ITEMS

Village and Community Info

Fall Music Festival – September 5-7, 2025

Working Group Reports

- Ms. McDermott provided an update on the progress of the Outreach Working Group.
- Mr. Schwarzkopf reported on the ongoing progress of the Website Working Group, outlining content deadlines and next steps.

OLPL in the News

Support Project Helping Soldiers

Oak Lawn Public Library to host ninth annual Fan Fest

Oak Lawn Public Library Welcomes the Reporters Behind Unsealed: The Tylenol Murders

Illinois True Crime Event: 'Unsealed: The Tylenol Murders' Returns to Oak Lawn August 20

Investigative reporters to discuss Tylenol murders

Unsealed: The Tylenol Murders

OMA Discussion

Mr. Schwarzkopf distributed a handout and provided clarification on several key aspects of the Open Meeting Act.

NEW BUSINESS/ACTION ITEMS

Approve Revised BP 4.13 Security Camera Policy

MOTION: Made by Ms. McDermott, seconded by Mr. Skibinski: To Approve Revised BP 4.13 Security Camera Policy as presented. Motion was passed by unanimous voice vote.

Approve Revised BP 5.4 Parental Leave Policy

MOTION: Made by Ms. McDermott, seconded by Mr. Schwarzkopf: To Approve Revised BP 5.4 Parental Leave Policy as presented. Motion was passed by unanimous voice vote.

Approve Closure, September 2, 2025

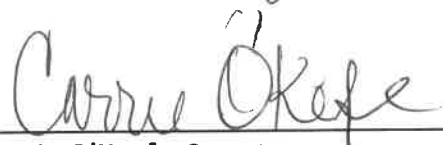
MOTION: Made by Mr. Schwarzkopf, seconded by Mr. Skibinski: To Approve Closure, September 2, 2025. Motion passed by unanimous voice vote.

ADJOURNMENT

MOTION: Made by Mr. Skibinski, seconded by Ms. McCarthy: To Adjourn the Oak Lawn Public Library Board Meeting 8:46 p.m. Motion passed by unanimous voice vote.



Kim Brightmore, President



Carrie O'Keefe, Secretary

