

# TINLEY PARK PUBLIC LIBRARY SPECIAL BOARD OF TRUSTEES MEETING

October 16, 2024 – 6:00 p.m.

## **MEMBERS PRESENT**

Dami Ajasa  
Brad Daniels, Treasurer  
Leah Herman  
Gina Miller, Vice-President  
Laura Hess-Wojcik, President

## **MEMBERS ABSENT**

Darren Meyers  
Elizabeth Stern, Secretary

## **LIBRARY STAFF PRESENT**

Zach Musil, Director  
Sarah Schroeder, Assistant Director  
Lyn Williams, Business Office Manager  
Jennifer Schulien, Business Office Assistant

## **CALL TO ORDER**

The meeting of the Tinley Park Public Library Board of Trustees was called to order at 6:00 p.m.

## **ROLL CALL**

Roll call was taken.

## **INTRODUCTION OF GUEST/AUDIENCE TO VISITORS**

No guests were in attendance.

## **APPROVAL OF AGENDA**

Treasurer Daniels motioned to approve the Agenda of the October 16, 2024 Special Board Meeting. Vice-President Miller seconded. Roll Call Vote: Ayes: Brad Daniels, Leah Herman, Gina Miller, Laura Hess-Wojcik. Nays: None. Motion carried.

## **NEW BUSINESS**

Discussion and Consideration of Appointing a Point-Person or Establishing a Committee that Will Be Charged with Evaluating and Interviewing Received Referrals of Independent Firms to Investigate Complaints against an Employee and/or Volunteer of the Library.

President Hess-Wojcik asked the Board of Trustees how to approach establishing a committee. Treasurer Daniels suggested two to three people should be on the committee and a minimum of three independent law firms should be contacted. Vice-President Miller and Trustee Herman agreed with these recommendations. Treasurer Daniels agreed to be on the committee as well as President Hess-Wojcik. Vice-President Miller agreed to help if necessary. Trustee Ajasa arrived at 6:04 pm. Treasurer Daniels explained what had been discussed with Trustee Ajasa. Treasurer Daniels motioned to form a two-person committee, consisting of President Hess-Wojcik and Treasurer Daniels, who will evaluate a minimum of three independent law firms to investigate complaints against an employee and/or volunteer of the library, with a goal of reporting back to the Board of Trustees at the December 4, 2024 meeting. Trustee Herman seconded. Roll Call Vote: Ayes: Dami Ajasa, Brad Daniels, Leah Herman, Gina Miller, Laura Hess-Wojcik. Nays: None. Motion carried.

Discussion and Consideration of Determining Key Criteria to Be Considered in Selecting an Independent Law Firm for Investigating Complaints Against an Employee and/or Volunteer of the Library.

President Hess-Wojcik recommended cost, experience and reputation as criteria to be looked at with the independent firms. Vice-President Miller suggested time frame be added to the criteria. President Hess-Wojcik also recommends asking if the firms can work off hours to meet the needs of the Board members. Trustee Ajasa asked if three firms would be looked into. Treasurer Daniels stated they will look into three but, if possible, may look into a few more.

Discussion and Consideration of Establishing Communications Protocol with the Candidate Independent Law Firms.

President Hess-Wojcik shared that she spoke with Attorney Tom Melody regarding the protocol with the independent firms. He shared that only basic information should be given at this time, the full details should not be shared until an agreement has been signed. Trustee Herman asked what the investigation might look like. President Hess-Wojcik shared she would be asking the firms how they would conduct their investigations and figures they will need to see emails and possibly interview the Board members. Information regarding the firms will be presented at the December meeting.

**ADJOURNMENT**

Treasurer Daniels motioned to adjourn the meeting at 6:14 p.m. Vice-President Miller seconded. Roll Call Vote: Ayes: Dami Ajasa, Brad Daniels, Leah Herman, Gina Miller, Laura Hess-Wojcik. Nays: None. Motion carried.

Respectfully submitted,

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President