

CHATHAM AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
Monday July 17th 2023 7:00 PM

I. Board Meeting Called to Order:

Board President M. Roubitchek called the meeting to order at 7:00 p.m. The following board members were present: V. Ross, J. Vaughn, J. Moore, D. Roberts. Board Member C. Westerlund was absent.

Director Byers was also present.

II. Oath of Office – New Trustee – Rodd Whelpley

Board President M. Roubitchek swore in newly elected trustee, Rodd Whelpley, at 7:02 p.m.

III. Recognition of Visitors / Public Comments

No visitors or members of the public were present.

IV. Regular Meeting Minutes: June 19th, 2023 / APPROVAL

A motion to approve the meeting minutes from the June 19, 2023 meeting was made by J. Vaughn and seconded by V. Ross. The motion was approved.

V. Executive Session Meeting Minutes: June 19th, 2023 / APPROVAL

A motion to approve the Executive Session Minutes from June 19, 2023 was made by V. Ross and seconded by J. Moore. The motion was approved.

VI. Treasurer’s Report / Review of Payments / APPROVAL

V. Ross and Director Byers reviewed the financials for the month of June. Director Byers noted the amount that will be transferred to our Special Reserve fund.

A motion to approve the Treasurer Report / Review of Payments was made by J. Vaughn and seconded by J. Moore. The motion was approved.

VII. Reports

A. Library Director’s Report / APPROVAL

- Discussed the aftermath of June 29th storm. The staff really stepped. Everyone did what they were supposed to do i.e. took care of patrons, etc. She was in constant contact with CEMA & Village.
- Health Insurance will be changing August 1st. Once we have final numbers we will know how much we are saving monthly
- Summer reading is going really well! Lots of minutes are adding up....it feels like the days of pre-Covid

A motion to approve the Library Director’s report was made by J. Vaughn and seconded by V. Ross. The motion was approved.

B. Friends of the Library Update

Preparing for their Summer Book Sale

C. Library Foundation Report

- Foundation will be present at the Sweet Corn Festival
- Tweaking appeal letters and postponed sending out due to storm at the end of June
- Next meeting is August 1st

D. Art Committee Update

Next Art show will be in August and featuring Kristin Diehl

E. ILA Report

Director Byers discussed the upcoming ILA Conference & Committee. Former trustee L. Ross has been selected as one of the 15 to be part of the committee.

F. Tax Receipts Update

We received money for the month of June & July

G. Newspaper Articles

Please see the board packet for all the new articles published during June 2023

H. Other

There was no other business to discuss

VIII. Unfinished Business

A. Agreement between Library and Foundation / DISCUSSION

M. Rubitchek discussed the agreement between Library and Foundation for upcoming backyard project

B. Other

There was no other unfinished business to discuss

IX. New Business

A. FY24 Tentative Combined Annual Budget & Appropriation Ordinance No. 2024-1/ APPROVAL

A motion to approve FY24 Tentative Combined Annual Budget & Appropriation Ordinance No. 2024-1 was made by J. Vaughn motion and seconded by V. Ross. A roll call roll call vote was conducted. The motion was approved.

B. Closed Meeting Minutes Review / APPROVAL

A motion to approve Closed Meeting Minutes Review was made by J. Moore and seconded by J. Vaughn. The motion was approved.

Executive Session (5 ILCS 120/2.06) (If deemed necessary)

C. 5-18 Security Cameras / APPROVAL

A motion was made by J. Vaughn motion and seconded by D. Roberts. The motion was approved.

D. Library Banking / DISCUSSION

E. Other - None

X. Announcements

- A. Friends Book Sale July 22nd, 2023
- B. Next Board Meeting: August 21st, 2023

XI. Adjournment

A motion to adjourn the meeting was made by J. Vaughn and seconded by J. Moore. The meeting was adjourned at 7:46 p.m.