

**CHATHAM AREA PUBLIC LIBRARY DISTRICT  
BOARD MEETING MINUTES**

Monday, March 18th, 2024 7:00 PM

Meeting held in the Library Conference Room

**I. Board Meeting Called to Order**

Board President M. Roubitchek called the meeting to order at 7:02 p.m. The following board members were present: C. Westerlund, J. Moore, J. Vaughn, D. Roberts, R. Whelpley, and V. Ross. Director Byers was also present.

**II. Recognition of Visitors / Public Comments**

No visitors or members of the public were present.

**III. Approval of the Minutes from February 19<sup>th</sup>, 2024:**

**A. Library Director Evaluation Committee**

**A motion to approve the Library Director Evaluation Committee Meeting Minutes: February 19<sup>th</sup>, 2024 was made by C. Westerlund and seconded by V. Ross. The motion was approved.**

**B.Regular Board Meeting**

**A motion to approve the Regular Board Meeting Minutes: February 19<sup>th</sup>, 2024 was made by J. Vaughn and seconded by J. Moore. The motion was approved.**

**IV. Approval of the Minutes from March 4<sup>th</sup>, 2024**

**A. Special Board Meeting**

**A motion to approve the Special Board Meeting Minutes: March 4<sup>th</sup>, 2024 was made by J. Vaughn and seconded by V. Ross. The motion was approved.**

**B. Community Survey Committee Meeting**

**A motion to approve the Community Survey Committee Meeting Minutes: March 4<sup>th</sup>, 2024 was made by R. Whelpley and seconded by C. Westerlund. The motion was approved.**

**V. Treasurer's Reports / Review of Payments**

Board Treasurer V. Ross reviewed the financials for the month of February.

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

**VI. Reports**

**A. Library Director's Report/APPROVAL**

- Director Byers gave an update on all the library happenings for the month.

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

**B. Annual Financial Information Disclosure for FY23**

**C. Friends of the Library Update**

- The 24<sup>th</sup> Annual Murder Mystery was held this past weekend. It was very successful netting around \$4,000.
- A ribbon cutting / celebration for the 15<sup>th</sup> anniversary will be held on April 15<sup>th</sup>.

#### **D. Library Foundation Report**

- Jane Hay & Director Byers celebrated Bank & Trust's commitment to The Backyard.
- We are waiting for additional drawings from Graham & Hyde before we can move along with The Backyard Project.

#### **E. Art Committee Update**

- We will be welcoming multi-talented local artist, Linda Post-Lucas next week. Her reception will be held on April 5<sup>th</sup>.

#### **F. ILA Report**

- Director Byers gave an update on ILA.

#### **G. Community Survey Committee Update**

The committee met, and is continuing to have discussions.

#### **H. Library Director Evaluation Committee/ APPROVAL**

The Library Director Evaluation will be approved at the next board meeting.

#### **I. Other**

There was no other business to discuss.

### **VII. Unfinished Business**

#### **A. Outdoor Planter Options / APPROVAL**

**A motion to approve Outdoor Planter Option B, with an option to add an additional bench dependent on the cost was made by D. Roberts and seconded by J. Vaughn. The motion was approved.**

#### **B. Other**

There was no unfinished business to discuss.

### **VIII. New Business**

#### **A. Quarterly Usage Report / REVIEW**

Board President M. Roubitchek asked the board to review the Quarterly Usage Report.

#### **B. 4-40 Collection Development Policy / APPROVAL**

The 4-40 Collection Development Policy will be approved at the next board meeting.

#### **C. Other**

There was no other business to discuss.

### **IX. Announcements**

- A. Next Board Meeting: April 15th at 7:00 p.m.
- B. Statement of Economic Interest Statements: Due May 3<sup>rd</sup>

### **X. Adjournment**

**A motion was made by C. Westerlund and seconded J. Vaughn to adjourn the meeting. The motion was approved. The meeting adjourned at 7:55 pm**