

**CHATHAM AREA PUBLIC LIBRARY DISTRICT**  
**BOARD MEETING MINUTES**  
Monday, June 17th, 2024 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: C. Westerlund, J. Vaughn, D. Roberts, J. Moore, R. Whelpley, V. Ross. Director Byers was also present.

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

No visitors were present

**III. Approval of Minutes**

**A motion to approve the minutes from the May 20<sup>th</sup>, 2024 meeting was made by J. Vaughn and seconded by V. Ross. The motion was approved.**

**IV. Treasurer's Report / Review of Payments/APPROVAL**

Board Treasurer V. Ross reviewed the May financials.

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

**V. Reports**

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

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

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

**B. Friends of the Library Update**

Director Byers gave an update on the Friends of the Library.

**C. Library Foundation Report**

Director Byers gave an update on the Library Foundation.

**D. Art Committee Update**

Mary Ellen Strack is our new artist for the month of June. Tracy Maras will be our next artist.

**E. ILA Report**

Director Byers gave an update on ILA.

**F. Tax Receipts for FY25**

We have started receiving tax income in May.

**G. Other**

There was no other business to discuss.

**VI. Unfinished Business**

**A. Proposed Budget FY 24-25 / APPROVAL**

**A motion to approve Proposed Budget FY 24-25 was made by C. Westerlund and seconded by J. Moore. A roll call vote was conducted. The motion was approved.**

**B. Parking Lot/Partnership with St. Joseph the Worker Church / DISCUSSION**

A discussion was had regarding the parking lot/partnership with St. Joseph the Worker Church.

**C. Long-term Financial and Building Needs / DISCUSSION**

A discussion was had regarding the long term financial and building needs.

**D. Preliminary Results and Ongoing Participation of the Library Community Survey / REVIEW**

**E. Other**

There was no other business to discuss.

**VII. New Business**

**A. 4-20 Circulation Policy / APPROVAL**

A motion to approve 4-20 Circulation Policy was made by J. Vaughn and seconded by J. Moore. The motion was approved.

**B. 4-50 Pest Control Prevention and Response Policy / APPROVAL**

A motion to approve 4-50 Pest Control Prevention and Response Policy was made by D. Roberts and seconded by V. Ross. The motion was approved.

**C. Second Quarter Usage Report / REVIEW**

**D. FY25-27 Policy Review Schedule / REVIEW**

**E. Other**

There was no other business to discuss

**VIII. Announcements**

A. Next Board Meeting – July 15th, 2024

B. Friends of the Library Book Sale – July 20th, 2024

**IX. Adjournment**

A motion to adjourn was made by J. Vaughn and seconded by C. Westerlund. The motion was approved. The meeting adjourned at 8:20 p.m.