

CHATHAM AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
Monday July 15th 2024 7:00 PM

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, D. Roberts, V. Ross, J. Vaughn, R. Whelpley. Director Byers was also present.

II. Recognition of Visitors / Public Comments

No visitors were present.

III. Regular Meeting Minutes / APPROVAL

A motion to approve the minutes from the June 17th, 2024 meeting was made by J. Vaughn and seconded by R. Whelpley. The motion was approved.

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

Board Treasurer V. Ross reviewed the June financials.

A motion to approve the Treasurer's Report / Review of Payments was made by J. Vaughn and seconded by 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 the Library Director's Report was made by J. Vaughn and seconded by J. Moore. 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

C. Westerlund gave an update on the Art Committee.

E. ILA Report

Director Byers Gave an update on ILA.

F. Tax Receipts Update

We received tax income in June.

G. Other

There was no other business to discuss

VI. Unfinished Business

A. Parking Lot Resurfacing project with St. Joseph the Worker Church / APPROVAL

A motion to approve the Parking Lot Resurfacing project with St. Joseph the Worker Church was made by J. Vaughn Motion and seconded by D. Roberts. A roll call vote was conducted. The motion was approved.

B. Partnership with St. Joseph the Worker Church / DISCUSSION

A discussion was had regarding a partnership with St. Joseph the Worker Church.

C. Community Survey Results / DISCUSSION

A discussion was had regarding the community survey results.

D. Long-term Financial and Building Needs / DISCUSSION

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

E. Other

There was not other business to discuss.

VII. New Business

A. FY25 Tentative Combined Annual Budget & Appropriation Ordinance No. 2025-1/ APPROVAL

A motion to approve the FY25 Tentative Combined Annual Budget & Appropriation Ordinance was made by J. Moore and seconded by J. Vaughn. The motion was approved.

B. RFID Conversion – Envisionware / APPROVAL

A motion to approve RFID Conversion – Envisionware was made by J. Vaughn and seconded by C Westerlund. The motion was approved.

C. 5-25 Exam Proctoring Policy / APPROVAL

A motion to approve 5-25 Exam Proctoring Policy was made by C. Westerlund and seconded by J. Vaughn. The motion was approved.

D. Closed Meeting Minutes Review / APPROVAL

A motion to approve the closed meeting minutes review was made by D. Roberts and seconded by V. Ross. The motion was approved.

E. Employee Benefits – Health Insurance / DISCUSSION

A discussion was had regarding Employee Benefits – Health Insurance.

F. Library Director Position Description / REVIEW

G. Other

There was no other business to discuss.

VIII. Announcements

- A. Friends Book Sale July 20th, 2024
- B. Art Reception August 2nd, 2024
- C. Next Board Meeting: August 19th, 2024

IX. Adjournment

A motion to adjourn the meeting was made by J. Vaughn and seconded by J. Moore. The motion was approved. The meeting adjourned at 8:13 p.m.