

CHATHAM AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
Monday, July 21st, 2025 7:00 PM

I. Board Meeting Called to Order

Board President M. Roubitchek called the meeting to order at 7:01 p.m. The following board members were present: C. Westerlund, J. Moore, J. Vaughn, D. Roberts, V. Ross & R. Whelpley. Director Byers & Business Mgr. E. Beeman were also present.

II. Recognition of Visitors / Public Comments

Board President M. Roubitchek welcomed public visitor, K. Bye, to the meeting.

III. Meeting Minutes / APPROVAL

A motion to approve the regular Board Meeting Minutes from June 16th was made by J. Vaughn and seconded by D. Roberts. The motion was approved.

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

Director Byers and Business Mgr. E. Beeman reviewed the Treasurer's Report / Review of Payments.

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

V. Reports

A. Library Director's Report / APPROVAL

Director Byers mentioned that it has been a very busy time at the library. Summer Book Camp and Reading are going strong, and we are hoping to reach our reading goal of 400,000 minutes read this summer. RFID continues, and we have completed tagging our YA, New Books & Large Print collections. Our community garden table continues to be popular. We recently hired two new pages, and she pointed out the positive feedback that patrons have left recently.

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

B. General Insurance Summary

Board President M. Roubitchek asked the board to review the General Insurance Summary.

C. Friends of the Library Update

The Friends Sweet Corn Book Sale was a big success. Their membership drive is also going well. They currently have over 100+ members.

D. Library Foundation Report

The Foundation Board will be meeting on Tuesday, July 22nd. Progress on The Backyard Project continues.

E. Art Committee Update

Our current display of artwork is from the Sangamon Watercolor Society, and their reception will be this Saturday, July 26th. Call to Entry applications have gone live for the annual Fall art show.

F. ILA Report

Director Byers mentioned that she attended the ALA annual conference at the end of June in Philadelphia, where the ILA was the recipient of the 2025 Gerald Hodges

Intellectual Freedom Chapter Relations Award. It was an honor for her to accept it as her final act as ILA President.

G. Tax Receipts Update

We continue to receive tax income.

H. Other

VI. Unfinished Business

A. Long-term Financial and Building Needs / DISCUSSION

The board discussed the Long-term Financial and Building needs, including when plans could be drawn to determine the projected costs of the water repair building project.

B. Other

VII. New Business

A. FY26 Tentative Combined Annual Budget & Appropriation Ordinance No. 2026-1/ APPROVAL

A motion to approve the FY26 Tentative Combined Annual Budget & Appropriation Ordinance No. 2026-1 was made by R. Whelpley and seconded by V. Ross. A roll call vote was conducted. The motion was approved.

B. Closed Meeting Minutes Review / APPROVAL

A motion to review and release the Closed Meeting Minutes was made by D. Roberts and seconded by J. Vaughn. The motion was approved.

C. The Backyard Construction for May 2025 /Midwest Construction/APPROVAL

The Library Foundation will also approve the bills for construction for the Backyard, and gift the Library with the funds to pay this bill.

A motion to approve The Backyard Construction for May 2025 / Midwest Construction was made by C. Westerlund and seconded by J. Vaughn. The motion was approved.

D. The Backyard Construction for June 2025 /Midwest Construction/APPROVAL

The Library Foundation will also approve the bills for the construction of the Backyard, and gift the Library with the funds to pay this bill.

A motion to approve The Backyard Construction for May 2025 / Midwest Construction was made by J. Vaughn and seconded by J. Moore. The motion was approved.

E. 4-80 Programming Policy / APPROVAL

A. Byers detailed the updates to this policy, including a form to be used for speakers.

A motion to approve 4-80 Programming policy was made by D. Roberts and seconded by J. Vaughn. The motion was approved.

F. 5-31 Alcohol Use Policy / APPROVAL

A. Byers noted the update to this policy, which strengthened the language around who is able to serve alcohol on library property.

A motion to approve 5-31 Alcohol Use Policy was made by D. Roberts and seconded by V. Ross. The motion was approved.

G. Other

VIII. Announcements

- A. Friends Book Sale July 19th, 2025
- B. Next Board Meeting: August 18th, 2025

IX. Adjournment

A motion to adjourn the meeting was made by C. Westerlund and seconded by D. Roberts. The motion was approved, and the meeting was adjourned at 7:54 p.m.