

**CHATHAM AREA PUBLIC LIBRARY DISTRICT  
BOARD MEETING MINUTES  
Monday, November 17th, 2025, 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. Moore, V. Ross, J. Vaughn. Absent: D. Roberts, R. Whelpley. Director Byers and Business Mgr. E. Beeman were also present.

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

No Visitors were present or public comments were made.

**III. Approval of Minutes from Regular Meeting, October 20, 2025**

**A motion to approve the Regular Meeting Minutes from October 20, 2025 was made by J. Vaughn and seconded by C. Westerlund. The motion was approved.**

**IV. Approval of Minutes from Finance Committee Meeting, October 20, 2025**

**A motion to approve the Finance Committee Meeting Minutes from October 20, 2025 was made by C. Westerlund and seconded by V. Ross. The motion was approved.**

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

Treasurer V. Ross reviewed the Treasurer's Report / Review of Payments.

**A motion to approve the Treasurer's Report / 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 shared updates on recent library happenings, including the installation of new security cameras. The Backyard Project is finally complete including the lighting. We are gathering feedback from our staff to provide FGMA more insight regarding the Master Plan. And, recently, our long-term book vendor Baker & Taylor abruptly closed operations. We are transitioning to another book vendor, Ingram, that we had an existing relationship with.

**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 and Library Foundation Report**

Director Byers informed the board that the Friends have agreed to absorb the Library Foundation into their organization. This transition will not happen until after the final payment for The Backyard Project, and the Foundation will have a final meeting to approve the changes and dissolution of their group. She also mentioned that the Illinois Federation of Teachers delivered a donation check in memory of Bradley Lund. The amount received was \$11,400 and was collected by 10 separate teaching associations in the Chicago area.

**C. Art Committee Report**

Director Byers gave an update on the art committee mentioning that the committee will be meeting to discuss potential shows for 2026.

**D. ILA Report**

Director Byers gave an update on ILA informing the board that on November 18, 2025 she was going to attending Legislative Meet Ups in Southern Illinois.

**E. Updates to OMA and FOIA**

Board President M. Roubitchek asked the board to review the updates to OMA and FOIA.

**F. Overview of eBook Lending in Illinois Libraries**

Board President M. Roubitchek asked the board to review the informational packet of eBook Lending in Illinois Libraries.

**G. Energy Transition Community Grant Update**

Director Byers gave an update on the Energy Transition Community Grant and said a public hearing is tentatively scheduled for December 1, 2025.

**H. Tax Receipts Review**

We continue to receive tax income.

**I. Other**

**VII. Unfinished Business**

**A. Architectural Planning: North Side Arch / APPROVAL**

A discussion was had in regard to the Architectural Planning: North Side Arch. No approval was required.

**B. Building Repair and Financial Planning / DISCUSSION**

The board continues to have discussions about the long term financial and building plans.

**C. Other**

**VIII. New Business**

**A. Payment Application #4 (FINAL) from Midwest Construction and Consulting Services, LLC / APPROVAL**

**A motion to approve Payment Application #4 (FINAL) from Midwest Construction and Consulting Services, LLC was made by J. Vaughn and seconded by J. Moore. A roll call vote was taken with all Trustees voting in the affirmative. The motion was approved.**

**B. CAPLD Strategic Plan – Year 4 / UPDATE**

Director Byers gave an update on the CAPLD Strategic Plan

**C. Master Plan Timeline / REVIEW**

Board President M. Roubitchek asked the board to review the Master Plan Timeline.

**D. Per Capita Requirements – Standards/ REVIEW**

Board President M. Roubitchek asked the board to review the Per Capita Requirements.

**C. Other**

**IX. Announcements**

- A. Special Meeting and Truth-In-Taxation Hearing: November 24<sup>th</sup>, 2025, at 6:30 p.m.**
- B. Special Meeting and Public Hearing: December 1<sup>st</sup>, 2025, at 5:00 p.m.**
- C. Special Meeting: December 8<sup>th</sup>, 2025, at 6:00 p.m.**
- D. Next Scheduled Board Meeting: January 19<sup>th</sup>, 2026, at 5:30 p.m.**

**X. Adjournment**

**A motion to adjourn the meeting was made by J. Vaughn and seconded by V. Ross. The motion was approved and the meeting adjourned at 7:47 pm.**