

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

Monday, March 16th, 2026 7:00 PM

Board Meeting Called to Order

Board President M. Roubitchek called the meeting to order at 7:03 p.m. The following board members were present: J. Vaughn, D. Roberts, R. Whelpley, V. Ross, C. Westerlund, J. Moore. Director Byers & Business Mgr. E. Beeman were also present.

Recognition of Visitors / Public Comments

No visitors or public comments.

Approval of the Minutes: February 16th, 2026:

Finance Committee Meeting

A motion to approve the Finance Committee Meeting Minutes was made by V. Ross and seconded by C. Westerlund. The motion was approved.

Library Director Evaluation Committee Meeting

A motion to approve the Library Director's Evaluation Committee Meeting Minutes was made by J. Vaughn and seconded by D. Roberts.

Regular Board Meeting

A motion to approve the Regular Board Meeting Minutes was made by J. Moore and seconded by V. Ross. The motion was approved.

Treasurer's Reports / Review of Payments

Treasurer V. Ross and Director Byers reviewed the Treasurer's Reports / Review of Payments.

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

Reports

Library Director's Report/APPROVAL

Director Byers provided an update on current Library activities. She reported that she and J. Vaughn are collaborating with Ace Signs on the design of a donor wall for the backyard space. The screening of The Librarians was well attended, and Director Byers expressed appreciation for the opportunity to participate as a panel member.

She continues to work with FGM Architects on the Library's master plan, and is also engaged with the architect and finance team overseeing the building renovation. Preparations for the upcoming Staff Institute Day are progressing on schedule.

The Library is currently conducting interviews to fill two positions: a Page and a newly created Public Services Assistant role.

For a comprehensive overview of all Library activities, please refer to the board packet.

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

Friends of the Library and Foundation Update

The Murder Mystery was a big success this past weekend, with both shows selling out. The cast and audience had a really great time, and the feedback was all positive.

Art Committee Update

No updates reported.

ILA Report

Director Byers updated the board that her term as Past Board President is coming to end, and she has few projects she is working on before her term is up.

Library Director Evaluation Committee/ DISCUSSION

Board President M. Roubitchek provided an update, and thanks board members for completing the evaluation. The evaluations will be reviewed and the committee will have its recommendations as to how they will proceed at next month's board meeting.

Other

Unfinished Business

Library Building Envelope and Roof Repair Project Plan and Timeline /REVIEW

Director Byers gave an update on where we are with the architect and bid proposals. We should have everything by the end of March to review. She also mentioned she has been in contact with A. Yow, our attorney, Stifel and Chapman & Cutler in preparation of having our financials in order to prepare the ordinance.

Other

New Business

Engagement with Stifel for Building Repairs Financing / APPROVAL

A motion to approve engagement with Stifel for Building Repairs Financing was made by R. Whelpley and seconded by V. Ross. The motion was approved.

Summary of Survey Results / REVIEW – Please review

Board President M. Roubitchek asked the trustees to review the Summary of Survey Results.

4-20 Circulation Policy / REVIEW

Board President M. Roubitchek asked the trustees to review the 4-20 Circulation Policy.

4-40 Collection Development /REVIEW

Board President M. Roubitchek asked the trustees to review 4-40 Collection Development Policy.

Quarterly Usage Report / REVIEW

Board President M. Roubitchek asked the trustees to review the usage reports.

Other

Announcements

Next Board Meeting: April 20th at 7:00 p.m.

Sangamon County Statement of Economic Interests due by May 1st

Adjournment

A motion to adjourn the meeting was made by J. Vaughn and seconded by J. Moore. The motion was approved and the meeting adjourned at 7:44 pm.