

**CHATHAM AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
Monday, June 15th, 2026 7:00 PM**

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: J. Vaughn, C. Westerlund, V. Ross. R. Whelpley, J. Moore and D. Roberts were not present. Director Byers & Business Mgr. E. Beeman were also present.

Recognition of Visitors / Public Comments

No visitors or public comments.

Approval of the Minutes

Regular Board Meeting: May 18th, 2026

A motion to approve the Regular Library Board Meeting Minutes on May 18, 2026 was made by J. Vaughn and seconded by C. Westerlund. The motion was approved.

Finance Committee Meeting: May 26th, 2026

A motion to approve the Finance Committee Meeting Minutes on May 26, 2026 was made by J. Vaughn and seconded by V. Ross. The motion was approved.

Special Board Meeting: May 27th 2026

A motion to approve the Special Board Meeting Minutes on May 27, 2026 was made by J. Vaughn and seconded by C. Westerlund. 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

See board packet for Library updates from Library Department Heads

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

Construction Update

Director Byers provided an update to the board. The construction project will begin in August, as the construction company is in the process of ordering the materials necessary. A monthly update will be provided as the project progresses.

Trustee Training Discussion

Director Byers gave an update on Trustee Training as this is a requirement per the IPLAR report.

Friends of the Library & Library Foundation Update

The Foundation is officially being dissolved and the Friends have approved the transition of the Foundation into the Friends.

Art Committee Update

The Illinois Prairie Pastel Society had their reception this past Friday. Their work is lovely, and the event was well attended.

ILA Report

Director Byers provided an update on ILA activities. She noted that her term on the ILA Board will conclude at the end of June. Following the completion of her board service, she will continue to provide legislative updates to the Board.

Tax Receipts

We received begun receiving tax income in May and June.

Other

Unfinished Business

Proposed Budget FY 26-27 / APPROVAL

A motion to approve the Proposed Budget for FY 26-27 was made by J. Vaughn and seconded by V. Ross. The motion was approved.

20 Year Master Plan / APPROVAL

A motion to approve the 20 Year Master Plan was made by J. Vaughn and seconded by C. Westerlund. The motion was approved.

Other

New Business

Updates to the Employee Handbook /APPROVAL

A motion to approve Updates to the Employee Handbook was made by J. Vaughn and seconded by V. Ross. The motion was approved.

Dissolution of the Library Foundation /APPROVAL

A motion to approve the Dissolution of the Library Foundation was made by J. Vaughn and seconded by C. Westerlund. The motion was approved.

Second Quarter Usage Report / REVIEW

Board President M. Roubitchek ask the board to review the second quarter usage report.

FY27- 29 Policy Review Schedule / REVIEW

Board President M. Roubitchek asked the board to review the FY27-29 Policy Review Schedule.

Other

Announcements

Next Board Meeting – July 20th, 2026

Friends of the Library Book Sale – July 18th, 2026, 9 a.m. to 3 p.m.

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 7:40 p.m.