

CHATHAM AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
Monday, March 15th, 2021 7:00 PM

Meeting held in Library Galleries – Entry through the South door

I. Board Meeting Called to Order

Board of Trustees Present: C. Moore, J. Moore, C. Westerlund, M. Roubitchek, E. Bollinger, D. Holden, L. Ross

Board of Trustees Absent: None

Director Byers is also present.

II. Recognition of Visitors / Public Comments

No visitors were present.

III. Approval of the Minutes

A motion to approve the February 2021 Board meeting minutes was made by D. Holden and seconded by J. Moore. The motion passed.

IV. Treasurer's Reports / Review of Payments

February 2021 took in \$717.38 in income. Library expenses of note include an equipment/building/maintenance expense for new heat exchange and power exhaust. Additionally, CAPLD put down money for the book bicycle deposit.

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

V. Reports

A. Library Director's Report/APPROVAL

This is the first month since the pandemic hit that the library physical space has really been open to the public!

A building/equipment update: the security/fire alarm panel should be installed this month.

The print management system installation is on track to occur May 2021.

The SHARE consortia is purchasing a system-wide app.

The Library Friends Virtual Murder Mystery occurred live over the weekend. If you missed it or would like to see it again, then it is available as a video on demand through March 31, 2021.

A Library Friends meeting is scheduled for May 2021 and a Bookstore meeting is scheduled for next week.

The library orchestrated candidate forum videos to aid in the dissemination of information for the local election on April 6, 2021. These videos can be accessed from the CAPLD website.

3 library personnel have been hired.

A motion to approve the Director's Report was made by E. Bollinger and C Westerlund. The motion passed.

B. Strategic Plan Timeline

The Strategic Plan Timeline and work being done towards these efforts is being revisited. More information can be found on page 21 of the February board packet.

C. ILA Palm Card – State and Federal Library Issues

Additional information regarding the ILA Palm Card can be read in the board packet.

D. Telling a People’s Story: African American Children’s Illustrated Literature Exhibit

This is an exhibit that was lent to us right before the pandemic hit and thus the public was unable to view it. CAPLD applied for and received the exhibit again on loan and it is now displayed for viewing.

E. Newspaper Articles

Please see the board packet for all of the different library mentions in the newspaper articles over the past month.

F. Other

There was no other business to discuss.

VI. Unfinished Business

A. Library Reopening Plan /DISCUSSION

We are currently holding fast in the Stage 4, part 1 of the library reopening plan. Some additional services may be implemented in April include:

- opening some of the study rooms for reservations
- intake of donations (this will likely occur on specific “donation days”)
- volunteers will be back to the bookstore, but the cafe will remain closed
- the library will be open all 6 days (Mon-Sat) at 9am

B. Other

VII. New Business

A. 4-40 Collection Development /APPROVAL

The Director and staff updated the 4-40 Collection Development policy. **A motion to approve the update to the 4-40 Collection Development policy was made by J. Moore and seconded by L. Ross. The motion passed.**

B. Mission/Vision/Values /DISCUSSION

A discussion about updating the current mission/vision/values statement is occurring among Director Byers and staff library.

C. Library Director Evaluation / DISCUSSION

Executive Session 5ILCS120/2(c)(2) (If deemed necessary)

Board President Roubitchek will email e-copies of the Director Evaluation to the trustees to fill out and return. Board members please fill out and return by the end of the month, if possible.

D. Other

VIII. Announcements

- A. Next Board Meeting: April 19th at 7:00 p.m.

IX. Adjournment

A motion to adjourn was made by D. Holden and seconded by C. Westerlund. The motion passed and the meeting was adjourned at 7:40pm.