



**Three Rivers Public Library District
Channahon & Minooka IL
Board Meeting Minutes
March 8, 2017**

Call to order: The meeting was called to order at 6:00 p.m. by President Satorius and a quorum was established. Trustees present were: Chesson, Doyle, McEvelly-Reed, Satorius and Swick. Absent: Ferguson and McSteen. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito. President Satorius appointed Trustee Doyle as Secretary Pro-Tem.

Public Comments: None

Review and Approval of minutes: The February minutes were approved as presented.

Treasurer's Report: Treasurer Chesson reviewed the February financials. Trustee Chesson moved, seconded by McEvelly-Reed to approve the February 2017 expenses in the amount of \$46,360.14. Ayes: Chesson, Doyle, McEvelly-Reed and Swick. Absent: Ferguson and McSteen.

Staff Reports: Director Offerman and Assistant Director Griggs submitted written and presented oral reports. Director Offerman informed the board a new toilet was installed in the staff bathroom in Channahon.

Committee Reports:

- a. Building & Grounds – Nothing to report.

Old and New Business:

- a. Crossroads 55 – Village Administrator, Tom Durkin and Director of Community Development & Information Systems, Mike Petrick from the Village of Channahon was in attendance along with Mark Goode of Venture One who presented the final Crossroads 55 agreement. Trustee Chesson moved, seconded by McEvelly-Reed to approve the Crossroads 55 agreement. Ayes: Chesson, Doyle, McEvelly-Reed and Swick. Absent: Ferguson and McSteen.
- b. Strategic Planning Proposal – FacetoFace Communications will be available Saturday, May 13th for an initial meeting with the board.
- c. Personnel Policy – Trustee Swick moved, seconded by Doyle to amend the personnel policy as presented effective 3/8/17. Ayes: Chesson, Doyle, McEvelly-Reed and Swick. Absent: Ferguson and McSteen.
- d. Transferring Funds to the Special Reserve Funds 2017-ORD2 – Trustee Chesson moved, seconded by McEvelly-Reed to approve Ordinance 2017-ORD2 Transferring Funds to the Special Reserve Fund. Ayes: Chesson, Doyle, McEvelly-Reed, and Swick. Absent: Ferguson and McSteen.
- e. Amending Purposes of Special Reserve Fund 2017-ORD3 – Trustee Doyle moved, seconded by McEvelly-Reed to approve Ordinance 2017-ORD3 Ordinance Amending Purposes of Special Reserve Fund. Ayes: Chesson, Doyle, McEvelly-Reed and Swick. Absent: Ferguson and McSteen.

- f. Environmental Scan of Buildings – The random testing in both buildings was completed. The results of the testing may be available at the next board meeting.
- g. Grounds Maintenance – Director Offerman inquired about going out to bid for grounds maintenance this year. Celtic Landscaping has been providing landscaping services for the library for the past 3.5 years and they have done an exceptional job. The board has agreed to continue with Celtic this year and go out for bid next winter for the 2018 season.
- h. Finance Committee – A finance meeting will be held to go over upcoming ordinances prior to next meeting, date to be determined.
- i. Executive Session to Review Closed Session Minutes 5 ILCS 120/2(c)2 – Trustees did not convene for an executive session. Trustee McEvilly-Reed moved, seconded by Doyle to keep the executive session minutes closed from 2/11/09 – 1/13/16. Trustee Swick moved, seconded by Doyle to approve the 2/8/17 executive minutes. Ayes: Chesson, Doyle, McEvilly-Reed and Swick. Absent: Ferguson and McSteen.

Adjournment: Trustee Swick moved, seconded by Chesson to adjourn the meeting at 6:25 p.m. wishing everyone a Happy International Women's Day, Happy St. Patrick's Day and spring ahead for spring. Motion carried by voice vote with 5 ayes.

Respectfully submitted,

Jennifer Doyle, Secretary Pro-Tem
Board of Library Trustees
Three Rivers Public Library District