



**Three Rivers Public Library District  
Channahon & Minooka IL  
Board Meeting Minutes  
April 13, 2016**

Call to order: The meeting was called to order at 6:02 p.m. by President Satorius and a quorum was established. Trustees present were: Chesson, Ferguson, McEvelly-Reed, McSteen, Swick and Satorius. Absent: Doyle. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

Public Comments: None

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

Treasurer's Report: Trustee Chesson moved, seconded by Swick to approve the March 2016 expenses in the amount of \$52,987.12. Ayes: Chesson, Ferguson, McEvelly-Reed, McSteen and Swick. Absent: Doyle.

Staff Reports: Director Offerman and Assistant Director Griggs submitted a written and presented an oral report. Director Offerman reported this week is National Library Week and yesterday was National Worker's Day, therefore lunch was provided to the staff from Lалos. Also this week we are accepting food for fines. Three Rivers Library was mentioned on the Stephen Colbert show.

Committee Reports:

- a. Building & Grounds – Nothing to report.
- b. Finance Committee Meeting – Director Offerman reported that the committee discussed some line items and they will meet again at a later date.

Old and New Business:

- a. Lease Proposal on Ridge Road Property – Three Rivers Library's attorney is working on a general lease and awaiting a response from Three Rivers Soccer Club.
- b. 40<sup>th</sup> Anniversary Celebration – .Coordination of a meeting is in the works. Trustee McEvelly-Reed volunteered to be on committee.
- c. Strategic Planning Session – Director Offerman is working on getting a committee meeting schedule which would include community involvement. Trustee McEvelly-Reed volunteered to be on committee.
- d. Staff Salaries - Tabled until next meeting.
- e. FY17 Working Budget – The committee would like to know from the board if they would be willing to continue to levy at the maximum of 4.9%. Trustees agreed to continue at a maximum of 4.9%.
- f. Channahon Parking Lot Bulb Replacement – Director Offerman presented a quote for all the bulbs replaced in the parking lot at Channahon. Trustee Satorius would like to find out how much it would cost to replace the bulbs with energy efficient lights. Trustees agreed to go ahead and replace the bulbs at Channahon at this time.
- g. Atlas Annual Trustee Workshop – Trustees are to inform Director Offerman if they are interested in attending this workshop.
- h. Laconi Trustee Banquet – Trustees are to inform Director Offerman if they are interested in attending the banquet.

- i. Camera Reimbursement – An employee borrowed a camera to use to take pictures for the library and the lens on the camera was accidentally broken. Trustee Chesson moved, seconded by McEvilly-Reed to reimburse the employee \$1,000 which she paid to have the lens repaired. Ayes: Chesson, Ferguson, McEvilly-Reed and McSteen. Nays: Swick. Absent: Doyle.
- j. Building Walk-through – Trustees scheduled walk-throughs at Channahon on May 11<sup>th</sup> at 5:00 p.m. and at Minooka on June 8<sup>th</sup> at 5:30 p.m.

Adjournment: Trustee Swick moved, seconded by Chesson to adjourn the meeting at 6:32 p.m. wishing everyone a Happy National Library Week and stating that today would have been Thomas Jefferson's 273<sup>rd</sup> birthday. Motion carried by voice vote with 5 ayes.

Respectfully submitted,

Joan Ferguson, Secretary  
Board of Library Trustees  
Three Rivers Public Library District