



Three Rivers Public Library District Channahon & Minooka IL Board Meeting Minutes October 12, 2016

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, Ferguson, McSteen, Satorius and Swick. Absent: McEvelly-Reed. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

Public Comments: None

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

Treasurer's Report: Treasurer Chesson reviewed the September financials. Trustee Doyle moved, seconded by Ferguson to approve the September 2016 expenses in the amount of \$59,401.44. Ayes: Chesson, Doyle, Ferguson, McSteen and Swick. Absent: McEvelly-Reed.

Staff Reports: Director Offerman and Assistant Director Griggs submitted written and presented oral reports. Director Offerman informed the board all of the lights over the circulation desk at Channahon have been installed. On October 29th, the library will be in the Minooka Halloween parade. The artifacts loaned to us are in our local history department. The Offerman book signing will be a week from Sunday and currently there are over 500 signed up to attend.

Committee Reports:

- a. Building & Grounds – Nothing to report.

Old and New Business:

- a. Audit – Auditor Brian Zabel was in attendance and presented the audit report. Trustee Chesson moved, seconded by Ferguson to approve the audit report. Ayes: Chesson, Doyle, Ferguson, McSteen and Swick. Absent: McEvelly-Reed.
- b. Village of Channahon/Hillwood Agreement – The investment group has pulled out, however, there is another group interested in the property and may be presenting a proposal at our next meeting.
- c. Strategic Planning – The committee met this evening. They have adjusted their questions and will continue to get feedback from the community.
- d. Annual Holiday Dinner – Trustees chose to go to Cookies for the dinner on December 14th.
- e. Personnel Policy – Trustee Doyle moved, seconded by Ferguson to approve the changes to the Personnel Policy effective 11/6/16. Ayes: Chesson, Doyle, Ferguson, McSteen and Swick. Absent: McEvelly-Reed.
- f. Alcohol Policy – Trustees discussed the pros and cons of adopting this policy. Director Offerman will follow up with the library's insurance agent to find out how this policy will affect the library's liability. In addition, she will follow up with the library attorney to determine if this policy will conflict with our current Drug and Alcohol Free Policy. Tabled until additional information is provided.
- g. Meeting Room Policy – Trustee McSteen moved, seconded by Doyle to approve the changes to the Meeting Room Policy as amended effective 10/12/16. The proposed changes to section 4 and 5 under General Meeting Room Use Rules were not approved and will be tabled until additional information is provided.

Adjournment: Trustee Swick moved, seconded by Chesson to adjourn the meeting at 6:50 p.m. excitedly reporting there are four more wins until the Cubs are in the World Series. Motion carried by voice vote with 6 ayes.

Respectfully submitted,

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