



Channahon & Minooka IL Board Meeting Minutes July 13, 2022

Call to order: The meeting was called to order at 6:00 p.m. by President Pro-Tem McSteen and a quorum was established. Trustees present were: Chesson, Hoppe (6:09), Malone, McEvelly-Reed (virtual), McSteen and Swick. Absent: Doyle. Also present: Executive Director Offerman and Recording Secretary Esposito.

Review and Approval of Consent Agenda: Trustee Malone moved, seconded by McEvelly-Reed to accept the Consent Agenda. Ayes: Chesson, Malone, McEvelly-Reed, McSteen and Swick. Absent: Doyle and Hoppe.

Public Comments: None

Committee Reports:

- a. Building & Grounds – The Building & Grounds committee met on July 13, 2022. Chair McSteen reviewed the list of projects to be completed at Minooka.

Old and New Business:

- a. Declaring a Board Vacancy 2022 ORD-4 – Trustee Hoppe moved, seconded by Chesson to approve Declaring a Board Vacancy 2022 ORD-4. Ayes: Chesson, Hoppe, Malone, McSteen and Swick. Abstain: McEvelly-Reed. Absent: Doyle.
- b. Filling a Board Vacancy 2022 ORD ORD-5 – Tabled
- c. Election of Treasurer – Trustee McSteen moved, seconded by Swick to appoint Trustee Hoppe to Treasurer. Ayes: Chesson, Malone, McEvelly-Reed, McSteen and Swick. Abstain: Hoppe. Absent: Doyle.
- d. Tryon St TIF Agreement – Trustee Swick moved, seconded by McSteen to approve the Tryon St Agreement. Ayes: Chesson, Hoppe, Malone, McEvelly-Reed, McSteen and Swick. Absent: Doyle.
- e. Personnel Policy – Trustee McSteen moved, seconded by Swick to approve the Personnel Policy as presented effective retroactively on 7/1/2022. Ayes: Chesson, Hoppe, Malone, McEvelly-Reed, McSteen and Swick. Absent: Doyle.
- f. Freedom of Information Act Policy – Trustee McSteen moved, seconded by Hoppe to approve the Freedom of Information Act Policy as amended effective 7/13/2022. Ayes: Chesson, Hoppe, Malone, McEvelly-Reed, McSteen and Swick. Absent Doyle.
- g. Strategic Planning – Director Offerman informed the board that the Sustainability Committee did not get a chance to meet. Director Offerman did reach out to the architect and will work on developing the next steps.
- h. Serving Our Public 4.0, Chapters 9 & 10 - Director Offerman reviewed Chapters 9 & 10 with trustees and discussed those items that the library still needs to complete.

Adjournment: Trustee McSteen moved, seconded by Swick to adjourn the meeting at 6:35 p.m. thanking Trustee McEvilly-Reed for her service on the board. Motion carried by a voice vote with 6 ayes.

Respectfully submitted,

Diane Chesson, Secretary
Board of Library Trustees
Three Rivers Public Library District