



## **Channahon & Minooka IL Board Meeting Minutes September 14, 2022**

Call to order: The meeting was called to order at 6:00 p.m. by President Doyle and a quorum was established. Trustees present were: Chesson, Doyle, Hoppe, Malone and Swick. Absent: McSteen. Also present: Executive Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

Budget and Appropriation Hearing: No one appeared.

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

Public Comments: None

Committee Reports:

- a. Building & Grounds – Did not meet.

Old and New Business:

- a. Ordinance 2022-6 Filling a Vacancy – Trustee Swick moved, seconded by Hoppe to approve Ordinance 2022-6 Filling a Vacancy. Ayes: Chesson, Hoppe, Malone and Swick. Absent: McSteen.
- b. Oath of Office & Roll Call – President Doyle administered the Oath of Office to appointed Trustee Petersen. A roll call was taken and a quorum was established. Trustees present were: Chesson, Doyle, Hoppe, Malone, Petersen and Swick. Absent: McSteen.
- c. Resolution 2022-1 Authorizing Signatures – Trustee Malone moved, seconded by Swick to approve Resolution 2022-1 Authorizing Signatures. Ayes: Chesson, Hoppe, Malone, Petersen and Swick. Absent: McSteen.
- d. Ordinance 2022-7 Budget & Appropriation – Trustee Chesson moved, seconded by Malone to approve Ordinance 2022-7 Budget & Appropriation. Ayes: Chesson, Hoppe, Malone, Petersen and Swick. Absent: McSteen.
- e. Resolution 2022-2 Estimate of Funds Needed – Trustee Petersen moved, seconded by Malone to approve Resolution 2022-2 Estimate of Funds Needed. Ayes: Chesson, Hoppe, Malone, Petersen and Swick. Absent: McSteen.
- f. Estimate of Revenues – Trustee Chesson moved, seconded by Petersen to approve Estimate of Revenues. Ayes: Chesson, Hoppe, Malone, Petersen and Swick. Absent: McSteen.
- g. Cash Receipts and Disbursements – Trustee Hoppe moved, seconded by Malone to approve Cash Receipts and Disbursements. Ayes: Chesson, Hoppe, Malone, Petersen and Swick. Absent: McSteen.
- h. Give Grundy Coffee Ad – Director Offerman explained about the sales of coffee co-op with Give Grundy. Trustees agreed to partner with Grundy County on this fundraising event.
- i. Strategic Planning – Director Offerman met with the architect and he encouraged the library to decipher what we want to do and reanalyze our costs.
- j. Serving Our Public 4.0, Chapter 13 - Director Offerman reviewed Chapter 13 with trustees and discussed those items that the library still needs to complete.
- k. Staff Holiday Dinner – A survey was done with the staff. The dinner will be held either at the library again or locally.

Adjournment: Trustee Swick moved, seconded by Petersen to adjourn the meeting at 6:35 p.m. welcoming Michelle Petersen back to the library board. Motion carried by a voice vote with 5 ayes.

Respectfully submitted,

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