



**Three Rivers Public Library District
Channahon & Minooka IL
Board Meeting Minutes
April 8, 2020**

Call to order: The virtual meeting was called to order at 6:00 p.m. by President Swick and a quorum was established. Trustees present were: Chesson, Doyle, McEvelly-Reed, McSteen, Petersen and Young. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

Public Comments: None

Review and Approval of Consent Agenda: The April Consent Agenda was approved. Trustee Petersen moved, seconded by Doyle to accept the Consent Agenda. Ayes: Chesson, Doyle, McEvelly-Reed, McSteen, Petersen and Young.

Committee Reports:

- a. Building & Grounds – The Building & Grounds committee did not meet.
- b. Community Outreach – The Community Outreach committee did not meet.
- c. Finance – The Finance committee did not meet. Director Offerman submitted the budget to the committee prior to the regular session board meeting.

Old and New Business:

- a. Covid-19 Update – Director Offerman is waiting to hear back about the Business Reimbursement Expense Law and the library's responsibility for reimbursement of personal use of internet and phone. A deep cleaning of the library has been done right after the closure. The cleaning company will be back tomorrow and then again prior to our opening for additional cleanings. The library is participating with Operation Hope to collect needed PPE equipment through our book drop in Minooka. Director Offerman reviewed the options for a long-term closure to our policy. Trustees discussed amendments to the policy which Director Offerman will change and present at the next meeting.
- b. Resolution 2020-3 Delegating Authority – Trustee Doyle moved, seconded by McSteen to approve Resolution 2020-3 Delegating Authority. Ayes: Chesson, Doyle, McEvelly-Reed, McSteen, Petersen and Young.
- c. Strategic Planning – Nothing to report.
- d. FY21 Working Budget – Trustees would like to review the budget and vote on it at the next meeting.

Adjournment: Trustee Swick moved, seconded by Petersen to adjourn the meeting at 6:32 p.m. wishing everyone a Happy Easter and continue in good health. Motion carried by a voice vote with 6 ayes.

Respectfully submitted,

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