



Three Rivers Public Library District Channahon & Minooka IL Board Meeting Minutes February 12, 2020

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

Public Comments: None

Review and Approval of minutes: The January Board Meeting & Special Meeting minutes were approved as presented.

Treasurer's Report: Treasurer Petersen reviewed the January financials. Trustee Petersen moved, seconded by Young to approve the January 2020 expenses in the amount of \$78,051.27. Ayes: Chesson, Doyle, McSteen, Petersen and Young. Absent: McEvelly-Reed.

Staff Reports: Director Offerman and Assistant Director Griggs submitted written and presented oral reports. Director Offerman reported the Channahon furniture for the meeting room has been delivered and the room should be ready to use by the beginning of March.

Committee Reports:

- a. Building & Grounds – Nothing to report.
- b. Community Outreach – Assistant Director Griggs reviewed the Community Survey.

Old and New Business:

- a. Strategic Planning – Director Offerman reached out to our architect and they will be in attendance at the March meeting. Director Offerman spoke to the Illinois State Library regarding changing our main location from Will to Grundy County. They do not have issues with the change, however, they recommended that we check with our attorney.
- b. Friends of the Library – Director Offerman updated the board on the April Trivia night. The book sale will be in Minooka's basement on March 28th and 29th.
- c. Publicity – Director Offerman informed the board that a television show requested the Minooka library for a location shoot. A location agreement was presented and reviewed by our attorney who approved the agreement after minor changes.
- d. Consent Agenda – A trustee has requested to add a consent agenda to the monthly meeting agenda. The by-laws will be presented at the March agenda with the amendment to include a Consent Agenda.
- e. Illinois Library Trustee Forum Workshop – Director Offerman informed the trustees of the upcoming workshop.
- f. Computer Use Policy – Trustee Young moved, seconded by McSteen to approve the review of the Computer Use policy effective 2/12/2020. Ayes: Chesson, Doyle, McSteen, Petersen and Young. Absent: McEvelly-Reed.

Adjournment: Trustee Swick moved, seconded by Petersen to adjourn the meeting at 6:32 p.m. sending condolences to Peggy McEvelly-Reed on the passing of her mother, wishing President Abraham Lincoln a happy 211th birthday and wishing everyone a Happy Valentine's Day. Motion carried by a voice vote with 5 ayes.

Respectfully submitted,

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