



**Three Rivers Public Library District
Channahon & Minooka IL
Board Meeting Minutes
June 10, 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, McEville-Reed, McSteen, Petersen and Swick. Absent: Young. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

Public Comments: None

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

Committee Reports:

- a. Building & Grounds – The Building & Grounds committee did not meet. Chair Chesson requested Director Offerman and Assistant Director Griggs to examine the buildings and report any potential issues.
- b. Community Outreach – The Community Outreach committee did not meet. Trustees agreed to send out the survey to the community.

Old and New Business:

- a. Covid-19 Update – Director Offerman informed the board the tentative date for the library reopening would be July 6th. If Governor Pritzker approves the State of Illinois to move into the next phase of reopening, board meetings will resume in person. The library's curbside service has been steady and Rails delivery should resume at the end of the month.
- b. Strategic Planning – Nothing to report.
- c. Emergency Telecommuting Policy – Trustee McEville-Reed moved, seconded by Petersen to adopt the Emergency Telecommuting Policy retroactively effective 3/17/2020. Ayes: Chesson, Doyle, McEville-Reed, McSteen and Petersen. Absent: Young.
- d. Personnel Policy – Trustee Doyle moved, seconded by Chesson to approve the Personnel Policy as amended effective 6/10/2020. Ayes: Chesson, Doyle, McEville-Reed, McSteen and Petersen. Absent: Young.
- e. FY21 Board Meeting Schedule 2020-ORD2 – Trustee McSteen moved, seconded by McEville-Reed to approve the FY21 Board Meeting Schedule 2020-ORD2. Ayes: Chesson, Doyle, McEville-Reed, McSteen, and Petersen. Absent: Young.
- f. TBS Proposal – Trustee McSteen moved, seconded by Chesson to approve the TBS Proposal not to exceed \$14,210. Ayes: Chesson, Doyle, McEville-Reed, McSteen and Petersen. Absent: Young.

Adjournment: Trustee Swick moved, seconded by McSteen to adjourn the meeting at 6:45 p.m. wishing everyone a happy Flag Day and upcoming 4th of July. Motion carried by a voice vote with 5 ayes.

Respectfully submitted,

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