



## **Three Rivers Public Library District Channahon & Minooka IL Board Meeting Minutes October 14, 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, McEvelly-Reed, McSteen, Swick and Young. Absent: Petersen. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

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

Public Comments: None

Committee Reports:

- a. Building & Grounds – The Building & Grounds committee did not meet.
- b. Community Outreach – The Community Outreach committee did not meet.

Old and New Business:

- a. Audit - Joe Martin was in attendance to review the audit. Trustee Chesson moved, seconded by McSteen to approve the annual audit. Ayes: Chesson, Doyle, McEvelly-Reed, McSteen and Young. Absent: Petersen.
- b. Covid-19 Update – Director Offerman informed the board that the library has received the check from Will County for the CARES Act Grant for the reimbursement of Covid-19 supplies incurred between March through August.
- c. Strategic Planning – Director Offerman reported the community survey is almost complete. The villages and school districts will either send out or are considering sending out the survey via eBlast. The survey will also be available online for community completion.
- d. Staff Holiday Dinner – Trustee Doyle moved, seconded by Chesson to purchase \$50 gift cards for staff in lieu of the staff holiday dinner. Ayes: Chesson, Doyle, McEvelly-Reed, McSteen and Young. Absent: Petersen.
- e. Serving Our Public 4.0 – Trustees will be required to review the entire Serving Our Public 4.0 booklet as a requirement for the Per Capita Grant. In order to get through the entire book prior to the January 15, 2021 deadline, Trustees will be reviewing four chapters at each meeting at the next three board meetings.
- f. OpenGov/Library Transparency – Director Offerman presented to the board the progress on creating the Library Transparency page.

Adjournment: Trustee Swick moved, seconded by Young to adjourn the meeting at 6:37 p.m. wishing everyone a Happy Halloween. Motion carried by a voice vote with 5 ayes.

Respectfully submitted,

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