



**Three Rivers Public Library District  
Channahon & Minooka IL  
Board Meeting Minutes  
April 14, 2021**

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 and Swick. Absent: McEvilly-Reed. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

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

Public Comments: None

Committee Reports:

- a. Building & Grounds – The Building & Grounds committee did not meet. The committee will meet on May 12<sup>th</sup> at 5:00 p.m. at Channahon for the walk-around.
- b. Community Outreach – The Community Outreach committee did not meet. Trustees have agreed to disband this committee since it is no longer necessary.
- c. Finance Committee - Director Offerman reported that the committee met in April and reviewed the first draft of the working budget.

Old and New Business:

- a. Board Vacancy – Trustees thoroughly discussed the interviewed applicants and voted to appoint Dan Hoppe. Trustee Chesson moved, seconded by Petersen to appoint Dan Hoppe to the Board of Trustees effective May 2021 to fulfill the partial term which expires in 2023. Ayes: Chesson, Doyle, McSteen and Petersen. Absent: McEvilly-Reed.
- b. Resolution 2021-1 Authorizing Signatures on Financial Instruments – Tabled until May Board meeting.
- c. Covid-19 Update – Director Offerman reported that beginning in April, the library hours were changed to stay open until 8:00 p.m.
- d. Strategic Planning – May 19<sup>th</sup> at 4:00 p.m. is the board retreat at the Channahon Village Hall. Focus Groups with the community are continuing throughout next week.
- e. Serving Our Public 4.0, Chapter 2 – Director Offerman reviewed the second chapter pointing out one possible requirement that the library needs work on while the other requirements of this chapter have been met in preparation for next year's Per Capita Grant requirements.
- f. FY22 Working Budget – Director Offerman reviewed the first draft of the working budget.

Adjournment: Trustee Swick moved, seconded by Petersen to adjourn the meeting at 6:20 p.m. welcoming the library's new Trustee Dan Hoppe and congratulating our reelected trustees, Jennifer, Wendy & Peggy. Motion carried by a voice vote with 4 ayes.

Respectfully submitted,

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