



Three Rivers Public Library District Channahon & Minooka IL Board Meeting Minutes February 10, 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, McEvelly-Reed, McSteen, Petersen (remote) and Swick. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

Review and Approval of Consent Agenda: The February Consent Agenda was approved. Trustee Chesson moved, seconded by McEvelly-Reed to accept the Consent Agenda. Ayes: Chesson, Doyle, McEvelly-Reed, McSteen and 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. Covid-19 Update – Director Offerman reported that she has been working with the Grundy County Health Department to obtain vaccines for library staff.
- b. Strategic Planning – Director Offerman presented two proposals from Strategic Planning consultants. Trustee Doyle moved, seconded by Chesson to accept FastForward Libraries' consultant proposal for a cost not to exceed \$12,450 excluding travel costs. Ayes: Chesson, Doyle, McEvelly-Reed, McSteen and Petersen.
- c. PrairieCat IMRF – Director Offerman reviewed the PrairieCat IMRF intergovernmental cooperative
- d. Board Vacancy – Director Offerman requested input from the Board regarding the current vacancy. Based on trustee feedback, Director Offerman will post the vacancy on the library's website and social media outlets. Trustees would like to have the vacancy filled as soon as possible.
- e. Computer Use Policy – Trustee Chesson moved, seconded by McEvelly-Reed to approve the Computer Use Policy as amended effective 2/10/2021. Ayes: Chesson, Doyle, McEvelly-Reed, McSteen and Petersen.
- f. Personnel Policy – Trustee Doyle moved seconded by McSteen to approve the Personnel Policy as amended effective 2/10/2021. Ayes: Chesson, Doyle, McEvelly-Reed, McSteen and Petersen.
- g. Voluntary Covid-19 Vaccination Policy – Trustee Chesson moved, seconded by McEvelly-Reed to adopt the Voluntary Covid-19 Vaccination Policy as presented effective 2/10/2021. Ayes: Chesson, Doyle, McEvelly-Reed, McSteen and Petersen.
- h. Serving Our Public 4.0 – Trustees reviewed the final two chapters for the Per Capita Grant requirement. Director Offerman informed trustees that the Per Capita Grant

requirement may include the entire booklet in future years, therefore, chapters may be included throughout the year for review.

- i. Executive Session to discuss personnel – Trustees did not convene for an executive session.
- j. Director Evaluation – Trustee Doyle reviewed the evaluations provided by the Trustees. Director Offerman reviewed her Director's 2021 Goals.

Adjournment: Trustee Swick moved, seconded by Petersen to adjourn the meeting at 6:55 p.m. wishing everyone a Happy Valentine's Day, Happy 212th Birthday to Abraham Lincoln and Happy 289th Birthday to George Washington. Motion carried by a voice vote with 5 ayes.

Respectfully submitted,

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