



Three Rivers Public Library District Channahon & Minooka IL Board Meeting Minutes May 9, 2018

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

Public Comments: None

Review and Approval of minutes: The April Board Meeting minutes were approved as presented.

Treasurer's Report: Treasurer Chesson reviewed the April financials. Trustee Chesson moved, seconded by McEvelly-Reed to approve the April 2018 expenses in the amount of \$47,976.85. Ayes: Chesson, Doyle, Ferguson, McEvelly-Reed, McSteen, Petersen and Swick.

Staff Reports: Director Offerman and Assistant Director Griggs submitted written and presented oral reports. Director Offerman informed the board that we received notice that the Per Capita Grant will be available next fiscal year. The Rotary Club will be planting trees and the Channahon library will be the recipient of three trees. Three Rivers Library will be hosting Coffee and Company at the Channahon library tomorrow which is brought to us by the Rotary Club. The Summer Reading Program kick off will be on June 9th at the Channahon location.

Committee Reports:

- a. Building & Grounds – The meeting scheduled for tonight was cancelled due to inclement weather. The Minooka location walk around will be June 9th at 5:30 p.m. and the Channahon location walk around will be July 11th at 5:00 p.m.

Old and New Business:

- a. Strategic Planning – Architect, Rick McCarthy from Studio GC would like to meet with the board to discuss next steps to proceed with an expansion. Trustees briefly discussed what avenues are available for funding an expansion and also considered the use of our current facilities, land and what type of changes will occur after the expansion.
- b. Staff Salaries – Director Offerman presented a general Staff Salary Budget worksheet. Trustee Petersen moved, seconded by Doyle to approve a 3% salary increase across the board. Ayes: Chesson, Doyle, Ferguson, McEvelly-Reed, McSteen, Petersen and Swick.
- c. FY19 Working Budget – Director Offerman reviewed the proposed FY19 Working Budget. Trustee Chesson moved, seconded by McEvelly-Reed to approve the FY19 Working Budget. Ayes: Chesson, Doyle, Ferguson, McEvelly-Reed, McSteen, Petersen and Swick.
- d. Reference Policy – Trustee Doyle moved, seconded by Swick to amend the Reference Policy as presented effective 5/9/18. Ayes: Chesson, Doyle, Ferguson, McEvelly-Reed, McSteen, Petersen and Swick.

- e. Operating Policy – Trustee Chesson moved, seconded by Petersen to approve the review of the Operating Policy effective 5/9/18. Ayes: Chesson, Doyle, Ferguson, McEvelly-Reed, McSteen, Petersen and Swick.
- f. Friends of the Library – Director Offerman was approached by a former employee who lives in the district who would like to start a Friends of the Library group. The Board is not opposed to finding out more about forming a Friends group and what types of activities they will handle for us.

Adjournment: Trustee Swick moved, seconded by Chesson to adjourn the meeting at 6:53 p.m. wishing everyone a Happy Mother's Day. Motion carried by a voice vote with 7 ayes.

Respectfully submitted,

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