



**THREE RIVERS PUBLIC LIBRARY DISTRICT
Channahon & Minooka IL
Community Outreach Committee Meeting Minutes
July 24, 2019**

Call to order: The meeting was called to order at 4:30 p.m. by Trustee Young and a quorum was not established. Trustees present were: Young. Absent: Doyle, McEvelly-Reed, and McSteen. Also in attendance: Executive Director Offerman and Debbie Griggs.

Old Business:

- a. Community Brochure – The brochure continues to be updated.
- b. Community Survey Development – The committee discussed utilizing a vendor to complete the community survey in order to ensure that questions are worded most effectively. Executive Director Offerman will find potential vendors to present to the committee when we have higher committee member attendance.

Adjournment: Trustee Young moved to adjourn the meeting at 4:47 p.m.

Respectfully submitted,

Samantha Young, Chair
Community Outreach Committee