



**THREE RIVERS PUBLIC LIBRARY DISTRICT
Channahon & Minooka IL
Community Outreach Committee Meeting Minutes
September 12, 2019**

Call to order: The meeting was called to order at 1:32 p.m. by Trustee Young and a quorum was established. Trustees present were: Doyle, McEvilly-Reed and Young. Absent: McSteen. Also in attendance: Executive Director Offerman, Assistant Director Griggs and Monica Sorenson from HR Source.

Review and Approval of minutes: The July Committee meeting minutes were approved as presented.

Old Business:

- a. HR Source Survey Discussion – The committee discussed the options available for surveys through HR Source including how to receive high participation rates utilizing online and paper options.

Adjournment: Trustee Young moved to adjourn the meeting at 2:25 p.m.

Respectfully submitted,

Samantha Young, Chair
Community Outreach Committee