



**Three Rivers Public Library District
Channahon & Minooka IL
Board Meeting Minutes
January 9, 2019**

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

Public Comments: None

Review and Approval of minutes: The November Board Meeting minutes were approved as amended.

Treasurer's Report: Treasurer Petersen reviewed the November & December financials. Trustee Petersen moved, seconded by McSteen to approve the November 2018 expenses in the amount of \$48,090.11. Ayes: Chesson, Doyle, McSteen, Petersen and Young. Absent: McEvilly-Reed. Trustee Petersen moved, seconded by Young to approve the December 2018 expenses in the amount of \$34,594.51. Ayes: Chesson, Doyle, McSteen, Petersen and Young. Absent: McEvilly-Reed.

Staff Reports: Director Offerman and Assistant Director Griggs submitted written and presented oral reports. Director Offerman informed the board that we have had some staffing changes and held the staff holiday dinner at Chapin's East with issues once again.

Committee Reports:

- a. Building & Grounds – Nothing to report.

Old and New Business:

- a. Strategic Planning – Director Offerman spoke to a financial institution about what will be needed in order to obtain a loan. The library's land on Ridge Road could be held as collateral.
- b. Friends of the Library – The Friends group did not meet in December, however, the first meeting will be January 14th. The Channahon Kiwanis are disbanding and have elected to donate a portion of their funds to Friends of the Library.
- c. Alcohol Policy – The Alcohol Policy was presented to the board again and trustees discussed the pros and cons of the policy. Trustee Petersen moved, seconded by Doyle to approve the adoption. Ayes: Doyle, McSteen, Petersen and Young. Nays: Chesson. Absent: McEvilly-Reed.
- d. Director Evaluation – Director Offerman distributed the Evaluation form. Trustees were instructed to send the completed forms to Committee Chair Doyle.
- e. Local Officials Dinner Distribution – Director Offerman presented a distribution schedule in order to dissolve the funds in the account. The last Local Officials Dinner was held in 2014, therefore, the funds will be distributed based on the attendance from 2013 and 2014.

Adjournment: Trustee Swick moved, seconded by Chesson to adjourn the meeting at 6:34 p.m noting that the library would like to thank Chuck Szoke for his services with the Channahon Park District. Motion carried by a voice vote with 5 ayes.

Respectfully submitted,

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