CHATHAM AREA PUBLIC LIBRARY DISTRICT

BOARD MEETING MINUTES Monday, January 16, 2017 5:30 PM

I. Board Meeting Called to Order at 5:35 PM

Present: C. Moore, M. Roubitchck, S. Fairfield, C. Westerlund, D. Schumer, L. Rios Also present: Director Byers and S. Enlow. Attorney J. Ellis joined via conference call.

Motion to move into Executive Session 5ILCS120/2(c)(11) by S. Fairfield motion, D. Schumer 2^{nd} . Motion carried.

Discussion was had regarding the de-annexed properties and the Board's decision on how to proceed. Further explanation is detailed under VIII Unfinished Business.

Reconvene to regular session at 6:01 PM. Same board members present, Director Byers and S. Enlow. Jon Ellis no longer present via conference call.

II. Recognition of Visitors / Public Comments

No visitors/members of the public present.

III. Special Guest: Jon Ellis, Chatham Area Public Library District Attorney

Jon Ellis was in attendance by phone to consult with the Library Board over the de-annexed lake-leased properties litigation with the City of Springfield.

IV. Approval of Minutes - November 21, 2016

Motion to approve meeting minutes by S. Fairfield, 2nd by M. Roubitchek. Motion carried.

V. Approval of Executive Session Minutes - November 21st 2016

Motion to approve Executive Session meeting minutes by M. Roubitchek, 2nd by S. Fairfield. Motion carried.

VI. Treasurer's Reports -November/December 2016 / Review of Payments

According to Treasurer Schumer everything looked good and balanced. A few departments are currently at 50% and should keep an eye on those.

Motion to approve by S. Fairfield, 2nd by C. Moore. Motion carried.

VII. Reports

A. Friends of the Library

The Friends of the Library book sale coming up this weekend and are anticipating a good turnout.

The much anticipated Murder Mystery fundraiser for the Friends of the Library is coming up in March.

The membership drive ongoing and doing well.

B. Library Director's Report

Byers discussed a few staffing changes, mostly circulation staff returning to school. Motion to accept the Library Director's report by M. Roubitchek, 2nd D. Schumer. Motion carried.

C. Library Attorney's Invoices

Director Byers shared the invoices from services rendered from Attorney Jon Ellis.

D. Chatham Downtown TIF Distribution

The Village of Chatham had money remaining from infrastructure repair and divided surplus funds between taxing entities in Village. Library funds will be placed into special reserve.

E. Tax Receipts - Final Distribution

FY 2016/2017 tax receipts have all been received.

F. Newspaper Articles

There were a variety of articles featuring the programs at the library.

G. Art Committee Report

Michael Blankenship work still on display. The library is also currently displaying the Batman memorabilia collection of a Friends of the Library member. The 8th annual Call to Entry is coming up in March.

H. Other

Let the minutes reflect that there was no other business in reports.

VIII. Unfinished Business

A. De-Annexed lake-leased properties Litigation / APPROVAL Executive Session 5ILCS120/2(c)(11) (If deemed necessary)

Board discussed proposing a 3-pronged approach to City of Springfield to revenue loss.

Motion for Director Byers to instruct Jon Ellis to present this offer to Springfield by S. Fairfield, 2nd by M. Roubitchek. Motion carried. A voice vote by board members was taken and all voted unanimously to approve.

B. Other

Let the minutes reflect that there was no other unfinished business.

IX. New Business

A. RFP - Lighting Upgrade / APPROVAL

Director Byers expressed that she would like the company chosen to replace lights would also be able to provide energy and money saving solutions. After having Attorney Jon Ellis review the RFP again the board would like Director Byers to submit the RFP. **Motion to approve RFP by M. Roubitchek**, 2nd by D. Schumer. **Motion carried**.

B. 5-35 Alcohol Policy / APPROVAL

The Library now has a policy to comply with new laws regarding alcohol on Library property. The Friends of Library and Library Foundation are allowed to co-sponsor events that serve alcohol. **Motion to accept new policy made by S. Fairfield, 2nd by M. Roubitchek. Motion carried.**

C. B&B Electric Invoice / APPROVAL

Work was performed to service immediate internal library lighting needs.

Motion to approve invoice (for \$1,678.60) by S. Fairfield, 2nd by C. Moore. Motion carried.

D. F.J. Murphy Plumbing Invoice / APPROVAL

Maintenance work was performed in November and December to replace staff area plumbing due to age of the fixtures. The plumber will be returning to complete service in public restroom area.

Motion to approve the invoice (for \$1,407.00) by S. Fairfield, 2nd by M. Roubitchek. Motion carried.

E. Friends of the Library Annual Report / APPROVAL

The Friends of the Library Annual Report was submitted.

Motion to approve report by S. Fairfield, 2nd by M. Roubitchek. Motion carried.

F. Appointment of committee to review closed meeting minutes

Trustees S. Fairfield and D. Schumer volunteered to review meeting minutes by April.

G. Appointment of FOIA / Open Meeting Act officers

Trustees C. Westerlund and M. Roubitchek volunteered to review FOIA/Open Meeting Act by March meeting.

H. Other

Let the minutes reflect that there is no other new business.

X. Announcements

- A. Next Board Meeting: February 20th at 7 p.m.
- B. Friends' Book & Bake Sale Jan. 20th & 21st
- C. Friends' Murder Mystery Dinner Theater March 10th & 11th

XI. Adjournment

Motion to adjourn by S. Fairfield, 2^{nd} by C. Moore. Motion carried. Meeting adjourned at 6:35 PM.