

CHATHAM AREA PUBLIC LIBRARY
DISTRICT BOARD MEETING MINUTES
Monday August 21 2017 7:00 PM

I. Board Meeting Called to Order

Present: C. Moore, D. Holden, M. Roubitchek, C. Jeffries, L. Ross. Please note Director Byers is also in attendance.

Absent: S. Fairfield, C. Westerlund

II. Recognition of Visitors / Public Comments

No visitors or members of the public are in attendance.

III. Approval of Minutes

Motion to approve July 2017 regular meeting minutes was made by D. Holden, seconded by C. Moore. Motion carried.

IV. Approval of Executive Session Minutes

Motion to approve July 2017 Executive session meeting minutes was made by D. Holden, seconded by C. Jeffries. Motion carried.

V. Treasurer's Report / Review of Payments

Payments will be dropping off to Jon Ellis, library attorney, now that litigation with the City of Springfield has been settled. Everything is balanced and we are looking good financially.

Motion to approve the Treasurer's Report was made by D. Holden, seconded by C. Jeffries. Motion carried.

VI. Reports

A. Friends of the Library

The Library Friends had their annual book & bake sale in July in conjunction with the Chatham Jaycees Sweet Corn Festival. The Friends added a 'Power Hour' this year for Friends members this year, which was nice to mix things up. Nothing official regarding numbers yet. Friends meet tomorrow.

The next Library Friends event is Caddystacks golf event, which will be held in November.

B. Library Director's Report / APPROVAL

June and July are always fun, busy months at the library.

Several positions within the library are hiring. The call for application period has closed and now the library is calling to schedule interviews.

Profanity was left near the staff door one morning. Luckily, the writing was done in sidewalk chalk and most of it easily washed away. A police report was filed. Due to this incident, Director Byers posed the question to the Board regarding the need for security cameras. The location where this incident took place is not in an

easily visible location from Spruce Street. The Board agreed that we should investigate the cost of security cameras.

Motion to approve the Director's Report was made by C. Jeffries, seconded by D. Holden. Motion carried.

C. Summer Reading Final Numbers

The final numbers regarding the Summer Reading Program was approximately 1,300 readers, which are fantastic numbers. This is an increase of 150 children.

Director Byers reported that this year they implemented eight steps into the reading program this year as opposed to previous years where it was only six steps with the option to repeat these steps. The change to an eight-step program made the program more manageable and easier to accurately budget prizes for steps completed. Overall a great improvement to the summer reading program.

D. Newspaper Articles

Please see the CAPLD newspaper articles included in the board packet.

E. Attorney's Invoice

Included in the board packet is Jon Ellis', library attorney, invoice. Again, we are thankful that the litigation is over and that Ellis provides his services to the library at such an economical rate.

F. Annexation Update

Two more properties have been annexed.

G. Art Committee Report

Currently, paintings by the Illinois Prairie Pastel Society are on display in the library through the end of September. A reception for the Illinois Prairie Pastel Society will be held on September 8 at 5:30pm.

The next show will be by our volunteers.

H. Tax Receipts Update

As scheduled, tax receipts are beginning to show up.

I. Other

There was no other business to discuss.

VII. Unfinished Business

A. De-Annexed lake-leased properties Litigation / APPROVAL

Executive Session 5ILCS120/2(c)(11) (If deemed necessary)

The final order will come through once all parties sign off on the agreed terms.

B. Other

There was no other business to discuss.

VIII. New Business

A. Illinois Public Library Annual Report (IPLAR) / APPROVAL

Illinois Public Library Annual Report (IPLAR)- new things have been added to this form including documentation of passive programming.

Motion to approve was made by D. Holden, seconded by C. Jeffries. Motion carried.

B. Statement of Receipts and Disbursements FY17 / APPROVAL

The statement of receipts and disbursements from last fiscal year gets published in the newspaper and filed with the County Clerk's office.

Motion to approve the statement of receipts and disbursements FY 17 was made by C. Moore, seconded by D. Holden. Motion carried.

C. Combined Annual Budget and Appropriation Ordinance No. 2018-2 / REVIEW

Byers showed the Budget documents and explained that there will be a hearing and vote on this at our September meeting.

D. Estimates of Revenues by Source / REVIEW

This was also available for review, with the vote to be held in September.

E. Other - There was no other business to discuss.

IX. Announcements

A. Next Board Meeting and Budget Hearing: September 18th 2017

B. Library Foundation & Friends Meeting - September 26th at 7:00 PM

X. Adjournment

Motion to adjourn made by D. Holden, seconded by C. Jeffries. Motion carried.