

**Chatham Area Public Library District
Board Meeting Minutes
Monday, August 15, 2016**

I. Board Meeting Called to Order, 7:01 p.m.

Present: Christine Westerlund, Susie Fairfield, Michael Roubitckek, Chelsey Moore, and Deborah Schumer.

Absent: James Burgdorf and Leslie Rios.

Also present were Amy Byers, Library Director and Linda Borst, Administrative Assistant.

II. Recognition of Visitors/Public Comments

There were no visitors present at tonight's meeting.

III. Approval of Minutes

It was noted to add to the July 18, 2016 minutes to reflect that Susie Fairfield was acting Secretary, otherwise there are no changes to the minutes from July 18, 2016.

Motion to approve: moved by Michael Roubitckek, 2nd by Chelsey Moore, motion approved.

IV. Treasurer's Report/Review of Payments

Treasurer's Report presented by Deborah Schumer. The new fiscal year has started and financials are in balance. It was noted that line item 510 Printing is 22.99% of the budget and line item 520 General Insurance is 74.57% of the budget.

Motion to approve: moved by Susie Fairfield, 2nd by Michael Roubitckek, motion approved.

V. Reports

A. Friends of the Library

Friends did not have a July meeting but will have an August meeting scheduled for August 23 at 6:30 p.m.

B. Library Director's Report

July was another great month here at the Library. Circulation of items was 22,445 for July. The addition of booths to the area under the windows of the Opal Lee Genealogy room has been a great addition and is being used by our patrons. Summer Reading again broke previous records for sign up. This year 1,182 individuals as of August 8th have registered for Summer Reading. Children's Librarians have discussed some potential changes to the program next year such as decreasing the program by 1 week and only allowing individuals to go through the process only 1 time instead of 2.

Motion to approve: moved by Deborah Schumer, 2nd by Susie Fairfield, motion approved.

C. Newspaper Articles

Articles appeared in the Sangamon Sun, Chatham Clarion and the Springfield Journal Register.

D. Art Committee Report

The Illinois Prairie Pastel Society is the art show currently on display in the library and will remain up until mid September. At that time we will have the photography of Brian MacKenzie and Doug Bergeron and will finish the year with a quilt show by the Folded Frenzies Quilt Group and the wood turned art by Michael Blankenship.

E. Tax Receipts Update 2016-2017 Tax Receipts are coming in right on schedule and we should be receiving the next one in the near future.

F. Other

Let the minutes reflect there is no other business to discuss.

VI. Unfinished Business

A. Other

Let the minutes reflect there is no other unfinished business to discuss.

VII. New Business

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

Motion to approve: moved by Susie Fairfield, 2nd by Michael Roubitchek, motion approved.

B. Closed Meeting Minutes Review/Approval

At this time it is recommended to open the minutes from: May 11, 2015, June 24, 2015 and August 17, 2015. The minutes from May 17, 2010 will remain as closed minutes.

Motion to approve: moved by Susie Fairfield, 2nd by Deborah Schumer, motion approved.

C. Parking Lot Bid/Approval

Two bids were received from Father John: Pave-Rite Paving \$23,800 and Furman's \$11,455. The church has elected to go with Pave-Rite but discussion by Library Board questioned the percentage we are being asked to pay for. Amy will meet with Father John and will get back to the board soon as this project needs to be done prior to fall.

D. Parking Lot Trees/Discussion

It has been recommended that the Library remove 2 trees that are dead/or in process and replace with smaller trees. Discussion ensued as to what trees are actually the library's responsibilities? It was also recommended that Amy meet with Father John and that we may need to draft some type of document with the church that details more specifically the relationship between the church and the library in regards to the parking lot and the landscaping. An ad hoc committee could be formed to discuss and was suggested that Linda Meyer, former Library Director be included due to her role in the history of the relationship.

E. De-Annexation of Properties in Ball and Woodside Township/Discussion

A discussion took place in regards to the recent information received about the de-annexation of properties in Ball and Woodside Townships and the impact that this will have on the library district. Estimated \$61,000 is loss revenue to the library or about 7% of the budget. Amy and Christine will be meeting with Mayor Langfelder tomorrow to present information to him about the impact of this on our library. Voting on this issue will take place on Tuesday, August 16.

F. Combined Annual Budget and Appropriation Ordinance No. 2017-2/Review

Board members are asked to review this ordinance and voting will take place at next month's meeting.

G. Building and Parking Lot Walk-Through

After the adjournment of tonight's meeting Board Members will conduct a walkthrough of the library, due to darkness the parking lot walk will not take place this evening.

H. Other

Let the minutes reflect there is no other new business to discuss.

VIII. Announcements

A. Next Board Meeting: September 19, 2016

B. Library Foundation Meeting : September 15, 2016 @ 7:00 p.m. (Tentative Date)

C. Appointment Process Board Members Terms

IX. Adjournment

Motion to adjourn at 8:05 p.m.

Motions to approve: moved by Deborah Schumer, 2nd by Chelsey Moore, motion approved.