

**Chatham Area Public Library District
Board Meeting Minutes
Monday, August 17, 2015**

I. Board Meeting Called to Order, 6:59 p.m.

Present: Eric Fitzgerald, Christine Westerlund, Susie Fairfield, Michael Rubitchek, Leslie Rios and Deborah Schumer.

Also present was Amy Ihnen, Library Director and Linda Borst, Administrative Assistant.

Absent: James Burgdorf.

II. Recognition of Visitors/Public Comments

Let the record reflect that there were no members of the public present.

III. Approval of Minutes

There were no changes to the minutes from July 20, 2015.

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

IV. Treasurer's Report/Review of Payments

Treasurer's Report presented by Deborah Schumer. Report looks good, noted the increase cost for termite treatment and increase in printing costs for the insert for the Summer Reading program. Questioned item #508 Building Additions and was informed that this was in error and would not appear on next month's report.

Motion to approve: moved by Christine Westerlund, 2nd by Susie Fairfield, motion approved.

V. Reports

A. Friends of the Library

The Friend's had a good book and bake sale and will meet next week to discuss the fall activities. Caddystacks will be discussed as well at this time.

B. Library Foundation

The Foundation will meet in September.

**C. Library Director's Report
Building/Equipment**

Cataloging –Evaluation of the Reference and Non-fiction collection is ongoing. Many Reference items will be placed in Non-Fiction to circulate.

Personnel/Other – At this time we are currently at full staff with the recent hire of a computer lab assistant that will start employment tomorrow.

We have also been training staff on the use of the Library Logo and signage as well as planning of topics for the monthly staff meetings.

Also, presented were materials to the Board in regards to the Hunter Lake Project.

Motion to approve: moved by Deborah Schumer, 2nd by Michael Rubitchek, motion approved.

D. Summer Reading Statistics

Summer Reading numbers increased from 283 last year to 305, at home from 256 to 380, increases were also noted in Rubber Ducky 93 to 136 and Teen 85 to 109, prizes redeemed 2,000 to 3,133. Minutes read were 369,300. We saw an increased engagement with the readers and issued more prizes. We had to order additional Super Reader Signs.

E. Newspaper Articles

Included were the Chatham Flashback and the notification of the Sangamon Valley Woodcarvers Show.

F. Art Committee Report

Currently on display are the artwork of the Sangamon Valley Woodcarvers and the committee met to discuss the schedule of shows for the 2016 agenda.

G. Tax Receipts Update

Tax Receipts were presented for review for the month of July.

H. Other

Let the record show there was no other Items.

VI. Unfinished Business

A. Other

Let the record show there was no Unfinished Business.

VII. New Business

A. Combined Annual Budget and Appropriation Ordinance No. 2016-2/ REVIEW

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

Statistics were presented for the Annual IPLAR Report. A question was posed in regards to page 26 item 19.3 amount and 19.9 totals should they equal? (The difference is explained having to do with the item being downloaded 1 time but can be classified in more than 1 genre)

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

C. Trustee Resignation/APPROVAL

Trustee Eric Fitzgerald has submitted his resignation from the Chatham Area Public Library Board. Board members expressed their thanks to Eric for his service to the board and wished he and his family all the best.

Motion to approve trustee resignation moved by Susie Fairfield, 2nd by Deborah Schumer with great regret, motion approved.

D. New Trustee Discussion Executive Session 5ILCS120/2(c) (2)

Motion to adjourn to Executive Session made at 7:20 moved by Christine Westerlund, 2nd by Deborah Schumer. Let the record show that all members are still present at the time of the executive session.

Discussion in regards to a New Trustee.

Motion to adjourn from Executive Session at 7:25 p.m., moved by Christine Westerlund, 2nd by Susie Fairfield, motion approved.

Reconvene Board Meeting at 7:25 p.m. All Board members still present.

The discussion of a possible appointment took place during the Executive Session and was decided that Director Amy Ihnen would reach out to said individual.

VIII. Announcements

A. Next Board Meeting and Budget Hearing: September 21, 2015 at 7:00 p.m.

IX. Adjournment

Motion to adjourn at 7:30 pm.: moved by Deborah Schumer, 2nd by Susie Fairfield, motion approved.