

**Chatham Area Public Library District  
Board Meeting Minutes  
Monday, November 16, 2015**

**I. Board Meeting Called to Order, 7:00 p.m.**

Present: Christine Westerlund, Susie Fairfield, Deborah Schumer, James Burgdorf, Michael Rubitchek and Chelsey Moore.

Absent: Leslie Rios

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

**II. Recognition of Visitors/Public Comments**

Present this evening is Michael Fafoglia, C.P.A. with Estes, Bridgewater and Ogden.

**III. Special Guest: Auditor Michael Fafoglia, C.P.A. from Estes, Bridgewater and Ogden**

Michael Fafoglia, C.P.A. from Estes, Bridgewater and Ogden presented an overview of the Auditor's Report.

**IV. Approval of Minutes**

There were no changes to the minutes from October 19, 2015.

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

**V. Treasurer's Report/Review of Payments**

Report is balanced and no questions were presented to the Treasurer.

Motion to approve: Michael Rubitchek, 2<sup>nd</sup> by Susie Fairfield, motion approved.

**VI. Reports**

**A. Friends of the Library**

The Annual CaddyStacks Fundraiser has been cancelled for this year and will return in 2016. The upcoming events are the Friends Membership Drive, The Book & Bake Sale January 22<sup>nd</sup> and 23<sup>rd</sup>, and the Murder Mystery on March 4<sup>th</sup> and 5<sup>th</sup>. The Café and Bookstore will be able to accept credit/debit cards after the first of the year.

**B. Library Foundation**

The Foundation is discussing plans to honor retiring President Victor Lary with a plaque for the Giving Tree. Dr. Lary served on the Foundation Board for 10 years.

**C. Library Director's Report**

Our numbers both in circulation and patron count are up from this time last year. The Halloween Story Times are very well attended.

**Cataloging** – Weeding in areas of non-fiction is still in process as more room is needed to move reference materials and we are removing from the collection items that are outdated.

Motion to approve: Susie Fairfield, 2<sup>nd</sup> by James Burgdorf, motion approved.

**D. Newspaper Articles** – Included are articles about: Halloween stories at the Library, Library Lines, Local Author Paul McDevitt to Speak at Library, Identity Theft Speaker and Chatham Flashback Photo.

**E. Art Committee Report** – The Artwork of Hillary Werth will be coming to the Library sometime after Christmas so during the interim the Illinois Prairie Pastel Society will bring artwork to adorn our walls. This artwork will be available for purchase. Ms.

Werth's art will be on display through February and we will host a reception on January 15<sup>th</sup> from 6 – 9 p.m. The Art Committee has a good line up for 2016 and is looking towards 2017.

- F. Tax Receipts Update** – The final Distribution is expected sometime this week.
- G. Other** – No other business was discussed.

**VII. Unfinished Business**

**A. Other**

There was no unfinished business for discussion.

**VIII. New Business**

**A. FY 2015 Audit/APPROVAL**

Motion to approve: James Burgdorf, 2<sup>nd</sup> by Susie Fairfield, motion approved.

**B. Illinois State Library Per Capita Grant/APPROVAL**

Motion to approve: James Burgdorf, 2<sup>nd</sup> by Susie Fairfield, motion approved.

**C. Foundation Annual Report/APPROVAL**

Motion to approve: Susie Fairfield, 2<sup>nd</sup> by Deborah Schumer, motion approved.

**D. Review of the 2012 Long Range Plan**

Director Byers presented an overview of the Long Range Plan, she spoke to what had been accomplished, and items that are still in process and what is currently on hold. In 2016 we will be discussing the formation of a Committee to meet and begin planning the next phase of this plan.

**IX. Announcements**

- A. Next Board Meeting – January 18<sup>th</sup> at 5:30 p.m.** Following this meeting the Board and a guest will be invited to meet for dinner. Location will be determined and Board members will be notified.

**X. Adjournment**

Motion to adjourn at 7:55 p.m. moved by Deborah Schumer, 2<sup>nd</sup> by Susie Fairfield, motion approved.