

CHATHAM AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
Monday, March 20, 2017 7:00 PM

I. Board Meeting Called to Order

Meeting was called to order at 7:00 PM. Board members present: M. Roubitchek, S. Fairfield, C. Moore, J. Burgdorf, C. Westerlund and D. Schumer. Also present was Amy Byers, Library Director. Absent board member was L. Ross.

II. Recognition of Visitors / Public Comments

No visitors/members of the public were present.

III. Approval of Minutes

Motion to approve meeting minutes by D. Schumer, 2nd by J. Burgdorf. Motion carried.

IV. Treasurer's Reports / Review of Payments

Treasurer Schumer reported that all lines look good and that we should be around 67% of the budget completed. Director Byers mentioned an Ameren bill that was just received and will be listed on the treasurer's report for next month. She explained the high bill was due to RTU #9's panel not reading correctly and calling for heat constantly for several days before repaired.

Motion to approve the Treasurer's Report/Review of payment by M. Roubitchek, 2nd by S. Fairfield, motion carried.

V. Reports

A. Friends of the Library

Byers discussed the Friends' recent murder mystery fundraisers that occurred two weeks ago. All three shows were sold out. The Friends' meet next week to discuss future steps regarding the murder mystery.

B. Library Foundation - Meeting April 20th @ 6:30

Westerlund reported that there will be a report to the Library Board after the Library Foundation meets in April.

C. Library Director's Report

Byers reported good circulation and patron count numbers again for February and explained that we should beat our number from last year. Also, the HVAC units: 9, 1, 2, & 3 were replaced.

Motion to accept the Library Director's report by S. Fairfield, 2nd by D. Schumer.

D. ILA Legislative Report

Byers discussed the ILA legislative lunch she attended three weeks ago and reported the key issues ILA sees as important to libraries at the state and federal level. Byers also explained that the President's budget plans to cut IMLS funding, and how that would affect the Illinois State Library's grant funding.

E. Newspaper Articles

There were a variety of articles featuring the programs at the library, including a picture of the old Oak Lawn Seed Farm under flashbacks in the Clarion.

F. Art Committee Report & Winners

Westerlund discussed the current call to entry art show and the winners from the Library Board, Chamber, Friends, Foundation and the Best of Show. Our next show will feature area retired art teachers. Also, the Library Board Award winner has donated the

library a digital piece of artwork, to use however we'd like. Byers will bring it to the art committee to discuss.

G. Other

Let the minutes reflect that there was no other business to report.

VI. Unfinished Business

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

The City of Springfield sent a response to produce documents, from the Library's request on December 1st. The response denied most of the requests. Westerlund read an email from Jon Ellis, Library Attorney discussing next steps, including working with the county clerk to produce some of the documents that were denied by the City. Let the minutes reflect there was no vote taken on this agenda item.

B. RFP - Lighting Upgrade / UPDATE

Byers will have a meeting with B&B shortly to discuss possible misinterpretations of the RFP that was published in February and report back to the board.

C. Other

Let the minutes reflect that there was no other business to report.

VII. New Business

A. Circulation/Budget/Collection Size Report by Jean Moser, Circulation Assistant

Moser discussed her report that included circulation, the collection budget and collection shelf space to the Board. She discussed what could be gleaned out of doing this type of reporting and suggested we do it for multiple years to find trends. The library board commended Moser on her detailed work on this project.

**B. Bidding for Auditing Firm (2015) & General Insurance Company (2016) /
DISCUSSION**

The Library Board directed Byers to not go out for bid for either the auditing firm or the general insurance for FY18 budget.

C. Other

Let the minutes reflect that there was no other business to report.

VIII. Announcements

A. Next Board Meeting : April 17th at 7 p.m.

B. Trustee Forum - March 29th at 5:30 p.m.

C. Consolidated Election - April 4th

IX. Adjournment

Motion to adjourn by J. Burgdorf, 2nd by M. Roubitchek. Motion carried.

Meeting adjourned at 7:53 pm.