

CHATHAM AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
Monday July 17th 2017 7:00 PM

I. Board Meeting Called to Order at 7:01 p.m. by President Westerlund.

All library board trustees were present present—C. Moore, D. Holden, C. Jeffries, S. Fairfield, M. Roubitchek, and C. Westerlund. L. Ross was absent. Please note, Director Byers is also in attendance.

II. Recognition of Visitors / Public Comments

No visitors or members of the public were present.

III. Approval of Minutes

D. Holden made a motion to accept the June 22nd minutes as presented. C. Jeffries seconded the motion, motion passed unanimously.

IV. Treasurer's Report / Review of Payments

Treasurer's Report given by Director Byers: This was our last report of FY17. 514 printing and 522 professional fees went over budget projections, while 500 gross payroll and 533 computer on-line lines were under projections. **S. Fairfield made a motion to accept the Treasurer's Report presented, D. Holden seconded the motion, motion passed unanimously.**

V. Reports

A. Friends of the Library

The Friends are preparing for their Book and Bake sale on July 22nd.

B. Library Director's Report / APPROVAL

Byers highlighted some of the end of the year statistics and showed four year comparison statistics for patron count and circulation. Also, Valorie Broderick was hired for the computer lab. **Motion to approve Director's Report was made by C. Jeffries, seconded by M. Roubitchek, motion passed unanimously.**

C. The Importance of Summer Reading Report

Byers explained how our library conducts its summer reading program and how we feel it helps fight against, "Summer Slide." The report highlighted why summer reading is so important.

D. Newspaper Articles

Newspaper articles were noted, including the annexation notice from the Village of Chatham to properties just west of I-55.

E. Art Committee Report

A full schedule of art shows are slated through March-April 2018. Currently, the RATS are on display in the library.

F. Attorney's Invoice Update

June's invoice from Jon Ellis was noted.

G. Tax Receipts Update

Revenue for FY18 has begun and we will see tax revenue come in each month until November.

H. Other

Let the record show there was no further business to discuss under reports.

VI. Unfinished Business

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

M. Roubitchek made a motion to move into executive session and D. Holden seconded the motion. In a roll call vote, all present voted to move into executive session. The motion passed.

In Executive session, President Westerlund and Director Byers explained the counter offer that was given to them by the City of Springfield at a meeting held on July 6th.

Motion to adjourn executive session made by D. Holden and was seconded by M. Roubitchek, In a roll call vote, with 6 voting aye and 0 no, the motion passed.

S. Fairfield made a motion to approve Mayor Langfelder's counter offer of revenue sharing for three years (100%, 60% and 30%). The motion was seconded by M. Roubitchek. In a roll call vote, with 6 voting aye and 0 no, the motion passed.

An intergovernmental agreement to settle this litigation was presented that explains the counter offer revenue sharing of three years that was offered by Mayor Langfelder. **A motion to approve the intergovernmental agreement was made by M. Roubitchek and seconded by D. Holden. The motion passed.**

B. RFP Lighting Proposal - B&B Electric / APPROVAL

Questions that were raised at the Board's last meeting were answered to the board's satisfaction. **S. Fairfield made a motion to approve the RFP lighting proposal from B&B Electric. C. Jeffries seconded the motion. In a roll call vote, with 6 voting aye and 0 no, the motion passed.**

C. HVAC Repair / UPDATE

Byers presented correspondence from Mark Cordes of APACE Designs. Mr. Cordes explains why the type of HVAC units were purchased for the expansion in 2009 and offered to help us understand how to move forward with the units. Byers explained that this discussion is ongoing and will report on this subject again as more information arises.

D. Other

Let the record show there was no further business to discuss under unfinished business.

VII. New Business

A. FY18 Tentative Combined Annual Budget & Appropriation Ordinance No. 2018-1/ APPROVAL

The first legal budget document was presented for approval. The Budget hearing for FY18's Budget will occur at the September meeting. **S. Fairfield made a motion to approve the FY18 Tentative Combined Annual Budget & Appropriation Ordinance No. 2018-1. D. Holden seconded the motion. In a roll call vote, with 6 voting aye and 0 no, the motion passed.**

B. Special Reserve Fund Transfer / APPROVAL

Remaining funds from FY17 must be transferred into the Special Reserve fund at the end of the year. **C. Moore made a motion to move \$31,468.20 into Special Reserve and M. Roubitchek seconded the motion. In a roll call vote, with 6 voting aye and 0 no, the motion passed.**

C. Other

VIII. Announcements

- A. Next Board Meeting: August 21st 2017
- B. Friends of the Library Book and Bake Sale : July 22nd, 2017

IX. Adjournment

Motion to adjourn was made by S. Fairfield and seconded by D. Holden. The motion passed unanimously.