

**CHATHAM AREA PUBLIC LIBRARY DISTRICT**  
**BOARD MEETING MINUTES**  
Monday May 15th, 2017 6:00 PM

**I. Oath of Office for elected Trustees**

The Oath of Office and certificates given to Michael Roubitchek and Chelsey Moore by the Board President Christine Westerlund.

**II. Officer Elections**

- A. President - Christine Westerlund was nominated to continue to serve as Library Board President and accepted.
- B. Vice-President - Michael Roubitchek was nominated to serve as Library Board Vice-President and accepted.
- C. Secretary - Leslie Ross was nominated to continue to serve as Library Board Secretary and accepted.
- D. Treasurer - The office of treasurer remains vacant until new trustees have been appointed.

**III. Board Meeting Called to Order**

The Board Meeting was called to order at 6:04 p.m. by President Westerlund.

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

There were no members of the public present.

C. Westerlund modified the format of the agenda and moved to items VI - VIII (A-B) portion of the meeting.

**V. Interview candidates for the open trustee position**

This item was moved to after VIII B on the agenda.

**VI. Approval of Meeting Minutes for March and April 2017**

**S. Fairfield made a motion to accept the March minutes as presented. C. Moore seconded the motion, motion passed unanimously. S. Fairfield made a motion to accept the April minutes as presented. M. Roubitchek seconded the motion, motion passed unanimously.**

**VII. Treasurer's Report / Review of Payments for March and April 2017**

Treasurer's Report given by Director Byers: March, April & review of payments. The Treasurer's Report seemed straightforward. Utilities look a little large, but it is due to the Ameren bill. **S. Fairfield made a motion to accept the Treasurer's Report presented, M. Roubitchek seconded the motion, motion passed unanimously.**

**VIII. Unfinished Business**

**A. RFP Proposal - B&B Electric / APPROVAL**

Motion made by S. Fairfield to formally reject B&B's bid proposal, seconded by M. Roubitchek, motion passed unanimously.

**B. RFP - Lighting Upgrade / APPROVAL**

Estimates were given regarding a pendant lighting option (approximately \$150,000) versus a linear lighting option (approximately \$60,000). The linear lighting option is clearly the most economical choice. **Motion to accept the linear lighting RFP was made by S. Fairfield, seconded by M. Roubitchek, motion passed unanimously.**

C. Westerlund moved back to item V. on the agenda.

**V. Interview candidates for the open trustee position**

Ten candidates were interviewed for the two open trustee position.

C. Westerlund moved back to item VIII C on the agenda

**C. Appointment of New Trustee Discussion**

**Executive Session 5ILCS120/2(c)(2)**

**Motion to move into Executive Session made by M. Roubitchek, seconded by S. Fairfield, motion passed**

During executive session, the CAPLD Board discussed the 10 prospective appointees for the 2 trustee vacancies. **A motion to make an offer to both Dan Holden and Carrie Jeffries for the trustee positions was made by M. Roubitchek, seconded by S. Fairfield, motion passed unanimously.**

**D. Other**

Let the minutes reflect that there was no other business discussed.

**IX. New Business**

**A. Other**

CAPLD Board members would like to formally give a huge thank you to both Deb Schumer and James Burgdorf for their years of service.

**X. Announcements**

A. Next Special Board Meeting - May 17th, 2017

B. Next Regular Board Meeting – June 19th, 2017

**XI. Adjournment**

Motion to adjourn was made by S. Fairfield, seconded by M. Roubitchek, motion passed unanimously.