

**CHATHAM AREA PUBLIC LIBRARY DISTRICT**  
**BOARD MEETING MINUTES**  
Monday, April 18th, 2022 7:00 PM

**I. Board Meeting Called to Order**

Board President M. Roubitchek called the meeting to order at 7:00 p.m. The following board members were present: C. Westerlund, J. Moore, V. Ross, D. Holden, L. Ross and E. Bolinger.

Director Byers was also present.

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

No visitors or members of the public present

**III. Trustee Resignation – Eric Bolinger / APPROVAL**

Trustee E. Bolinger has resigned from the board of trustees.

**A motion to approve Trustee Resignation - E. Bolinger was made by C. Westerlund, and seconded by D. Holden. The motion was approved. E. Bolinger promptly left after motion was approved.**

**IV. Approval of Minutes of Director Evaluation Committee Meeting from February 21, 2022**

**A motion to approve the Director Evaluation Committee Meeting minutes from February 21, 2022 was made by C. Westerlund and seconded by V. Ross. The motion was approved.**

**V. Approval of Minutes of Regular Meeting March 21, 2022**

**A motion to approve the March 21, 2022 meeting minutes was made by D. Holden and seconded by J. Moore. The motion was approved.**

**VI. Treasurer's Reports / Review of Payments**

Director Byers' reviewed the financial report for March. Director Byers did point out that it appeared that we had a deficit in the Property Tax accounts. This deficit is most likely being created by the reversal of a year-end journal entry. We are waiting for the auditor to confirm.

**A motion to approve the Treasurer's Reports / Review of Payments was made by J. Moore, and seconded L. Ross. The motion was approved.**

**VII. Reports**

**A. Library Director's Report / APPROVAL**

- March numbers are up; people are excited to be out and nice to hear the library filled with patrons.
- Food pantry has been delivered. Ribbon cutting was on April 14<sup>th</sup> with the Chamber. It is a lovely addition.
- Murder Mystery was a success. Having the stage and being out in the library was great. The cast is excited to do it again in the future.
- A new page was hired.

**A motion to approve the Library Director's Report was made by C. Westerlund and seconded by D. Holden. The motion was approved.**

**B. Newspaper Articles**

Please see the board packet for all of the different library mentions in the newspaper articles over the past month.

**C. Other**

**VIII. Unfinished Business**

**A. Library Director Evaluation / APPROVAL**

**Executive Session 5ILCS120/2(c)(2) (If deemed necessary)**

**A motion to move into Executive Session was made by D. Holden and seconded by L. Ross by citing 5ILCS120/2(c)(2). The motion was approved.**

During the executive session a discussion of Director Byer's job performance and salary for FY23 occurred.

**A motion to adjourn the executive session was made by J. Moore and seconded by D. Holden. The motion was approved.**

**A motion to approve the Library Director's Evaluation and salary increase to \$86,000 was made by D. Holden and seconded by J. Moore. A roll call was conducted, with all members voting in the affirmative. The motion was approved.**

**B. Other**

**IX. New Business**

**A. Monthly IT Maintenance and Service Agreement: Lazerware / APPROVAL**

A discussion was had about the monthly IT Maintenance and Service Agreement.

**A motion to approve the Monthly IT Maintenance and Service Agreement: Lazerware: was made by J. Moore and seconded by C. Westerlund. A roll call was conducted, with all members voting in the affirmative. The motion was approved.**

**B. Standardization of Current Technology: Lazerware: / APPROVAL**

A discussion was had about the standardization of current technology.

**A motion to approve the Standardization of Current Technology: Lazeware was made by V. Ross and seconded by L. Ross. The motion was approved.**

**C. Firewall Upgrade: Lazerware / APPROVAL**

A discussion was had about Firewall Upgrade.

A motion to approve the Firewall Upgrade: Lazerware was made by C. Westerlund and seconded by J. Moore. The motion was approved.

**D. Policy Update: 3-155 Family Medical Leave / APPROVAL**

**A motion to approve Policy Update 3-155 Family Medical Leave was made by D. Holden and seconded by J. Moore. The motion was approved.**

**E. Policy Update: Victims' Economic Security and Safety Leave / APPROVAL**

**A Motion to approve Policy Update 3-160 Victims' Economic Security and Safety Leave. Leave was made by C. Westerlund and seconded by V. Ross. The motion was approved**

**F. Library Foundation Terrace Project / APPROVAL**

A discussion was had about the Library Foundation Terrace Project. They would like to move ahead and create a team to proceed.

**A motion to approve the Library Foundation Terrace Project was made by V. Ross and seconded by J. Moore. The motion was approved.**

**G. New Trustee Discussion**

We will solicit for new trustee in social media and the newspaper, and would like to have them seated by June 2022 meeting.

**H. Other**

**X. Announcements**

- A. Next Board Meeting: May 16th 2022 at 7:00 p.m.
- B. Thank you to Eric Bolinger for his service to our Library!

**XI. Adjournment**

A motion to adjourn the meeting was made by D. Holden and seconded by C. Westerlund. The motion was approved. The meeting was adjourned at 7:56 p.m.