

CHATHAM AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
Monday, October 17th 2022 7:00 PM

I. Board Meeting Called to Order

Board President M. Roubitchek called the meeting to order at 7:01 p.m. The following Board Members were present: C. Westerlund, D. Holden, V. Ross, J. Moore, J. Vaughn. Director Byers was also present.

Board Members Absent: L. Ross

II. Recognition of Visitors / Public Comments

No visitors or public comments

III. Recognition of guest, Jim Legg, Estes, Bridgewater and Ogden

Mr. Legg reviewed the audit report for the period ending June 30, 2022. No issues or discrepancies were noted in the audit.

IV. Approval of Minutes:

A motion to approve the minutes from the September 19th, 2022 board meeting was made by J. Vaughn and seconded by J. Moore. The motion was approved.

V. Treasurer's Report / Review of Payments

Board Treasurer V. Ross reviewed the financial reports for September.

A motion to approve the Treasurer's Report / Review of Payments was made by C. Westerlund and seconded by J. Moore. The motion was approved.

VI. Reports

A. Library Director's Report/APPROVAL

Director Byers reviewed the Director's Report.

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

B. 22-24 Strategic Plan, Year One Update

Director Byers reviewed what the library has accomplished over the past year as part of the 1st year goals in the Strategic Plan.

C. Friends of the Library Report

Funds were approved to support the Story Walk for the Memorial Square. And, preparation for this year's Murder Mystery has begun. The dates for the event are March 10th & 11th.

D. Library Foundation Report

Foundation will have a meeting this coming Tuesday, October 18th.

E. Art Committee Report

The Call to Entry Art Reception was held this past Friday, October 14th. It had a great turnout, and three awards were given out to Best in Show, Newcomer and Popular Choice

F. Newspaper Articles

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

G. Tax Receipts Update

We continue to receive tax money.

H. Other

There was no other business to discuss.

VII. Unfinished Business

A. Other

There was no other unfinished business to discuss.

VIII. New Business

A. Levy & Assessment of Taxes Ordinance No. 2023-3 / APPROVAL

A motion to approve the Levy & Assessment of Taxes Ordinance No. 2023-3 was made by V. Ross and seconded by J. Moore. A roll call vote was conducted. The motion was approved.

B. FY22 Audit / APPROVAL

A motion to approve the FY22 Audit was made by C. Westerlund and seconded by J. Vaughn. The motion was approved.

C. Facilities Evaluation Plan / APPROVAL

A motion to approve the Facilities Evaluation Plan was made by J. Moore and seconded by V. Ross. A roll call vote was conducted. The motion was approved.

D. Meristem Investors Engagement / APPROVAL

A motion to approve Meristem Investors Engagement was made by J. Vaughn and seconded by V. Ross. A roll call vote was conducted. The motion was approved.

E. Per Capita Requirements: Serving our Public 4.0 / REVIEW

- a. Chapter 8: System Member Responsibilities and Resource Sharing
- b. Chapter 9: Public Services: Reference and Reader's Advisory Services
- c. Chapter 10: Programming

Board members were reminded to review the Per Capita Requirements.

F. Other

There was no other business to discuss.

IX. Announcements

- A. Next Board Meeting: November 21st, 2022**

X. Adjournment

A motion to adjourn the meeting was made by D. Holden and seconded by J. Moore. The motion was approved. The meeting adjourned at 7:45 p.m.