

CHATHAM AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
Monday, April 15th, 2024 7:00 PM

I. Board Meeting Called to Order at 7:00 p.m.

Board President M. Roubitchek called the meeting to order at 7:01 p.m. The following board members were present: C. Westerlund, J. Vaughn, D. Roberts, R. Whelpley, J. Moore. Director Byers was also present.

Board Members Absent: V. Ross

II. Recognition of Visitors / Public Comments

No visitors or public comments.

III. Approval of the Minutes from March 18, 2024:

A. Library Director Evaluation Committee:

A motion to approve the Library Director Evaluation Committee Meeting Minutes was made by J. Vaughn and seconded by C. Westerlund. The motion was approved.

B. Regular Board Meeting:

A motion to approve the Regular Board Meeting Minutes was made by J. Vaughn and seconded by C. Westerlund. The motion was approved.

C. Survey Committee Meeting:

A motion to approve the Survey Committee Meeting Minutes was made by J. Moore and seconded by J. Vaughn. The motion was approved.

IV. Treasurer's Report / Review of Payments

Director Byers reviewed financial report for March.

A motion to approve the Treasurer's Report / Review of Payments was made by J. Vaughn and seconded by D. Roberts. The motion was approved.

V. Reports

A. Library Director's Report/APPROVAL

Director Byers gave an update on all the library happenings for the month.

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

B. Newspaper Articles

Please see board packet for all the news articles published during the month.

C. Friends of the Library Update

- The Bookstore & Café had a wonderful turnout for their Ribbon Cutting to celebrate the 15th anniversary of being open.

D. Library Foundation Report

Director Byers gave an update on the progress of The Backyard.

E. Art Committee Update

- We had a wonderful reception for our artist Linda Post-Lucas. It was well attended.
- Our next artist will be Mary Ellen Strack.

F. ILA Report

Director Byers gave an update on ILA.

G. Other

There was no other business to discuss.

VI. Unfinished Business

A. Outdoor Planter Replacement / APPROVAL

Discussion was had regarding the type of benches we'd like to replace the planters with. Ultimately, it was determined that one bench, would be needed to take the place of the northside planter. The south planter would be replaced with landscaping. Once the decision on what will replace the planters, the architect will then bid out the project.

A motion to approve type of Outdoor Planter Replacement we'd move forward with was made by D. Roberts and seconded by J. Vaughn. A roll call vote was conducted. The motion was approved.

B. Community Survey / APPROVAL

The Community Survey approval was tabled. Board President M. Roubitchek ask the board to review the survey to suggest any edits to Director Byers. She will revise and send out the draft for review and then will ask our consultant to review.

C. Long-term Financial and Building Needs / DISCUSSION

Director Byers discussed the long term financial and building needs.

D. Other

There was no other business to discuss.

VII. New Business

A. Energy Benchmark /REVIEW

B. 4-40 Collection Development Policy / APPROVAL

A motion to approve 4-40 Collection Development Policy was made by C. Westerlund and seconded by J. Vaughn. The motion was approved.

C. Library Director Evaluation/ APPROVAL

A motion to move into Executive Session was made by J. Vaughn and seconded by C. Westerlund by citing 5ILCS120/2(c)(2). The motion was approved.

During the executive session a discussion of Director Byers' job performance and salary for FY25 occurred.

A motion to adjourn the executive session was made by D. Roberts and seconded by J. Vaughn. The motion was approved.

A motion to approve the Library Director's Evaluation and salary increase was made by C. Westerlund and seconded by J. Moore. The motion was approved.

D. Other

There was no other business to discuss.

VIII. Announcements

A. Next Board Meeting: May 20th 2024 at 7:00 p.m.

IX. Adjournment

A motion was made D. Roberts and seconded by J. Vaughn to adjourn the meeting. The motion was approved. The meeting adjourned at 8:55 p.m.