

CHATHAM AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING MINUTES
Monday, February 17th, 2025 7:00 PM

I. Board Meeting Called to Order

Board President M. Roubitchek called the meeting to order at 7:02 p.m.

Board members present: D. Roberts, R. Whelpley, C. Westerlund, V. Ross, J. Vaughn. Director Byers and Business Mgr. E. Beeman were also present.

Board members not present: J. Moore

II. Recognition of Visitors / Public Comments

No visitors or public comments.

III. Approval of the Minutes

A motion to approve the January 20th Regular Meeting Minutes was made by J. Vaughn and seconded by V. Ross. The motion was approved.

IV. Treasurer's Reports / Review of Payments

Treasurer V. Ross & Director Byers reviewed the Treasurer's Reports / Review of Payments.

A motion to approve the Treasurer's Reports / Review of Payments was made by C. Westerlund and seconded by D. Roberts. The motion was approved.

V. Reports

A. President's Report

President M. Roubitchek thanked all the board members that were able to attend the recent Chatham Area Chamber Luncheon. It was a great turnout. He also reminded the board about how Board members and staff employees must abide by the Ethics Ordinance 2024-5. They are not allowed to participate on campaign activities on library property, during work time and/or using library resources.

B. Library Director's Report/APPROVAL

Director Byers noted that we are celebrating the birthday of Opal Lee in our display cases. She and E. Beeman recently presented how we use statistics for our IPLAR report and usage report at IHLS's member day. Director Byers also thanked everyone that was able to attend the luncheon. Technical Services continues working on RFID Project, and it will be ongoing. Our upcoming staff institute day will be April 11th. A. Sablotny, Adult Services Supervisor, will be presenting at the upcoming Reaching Forward South Conference. And, sadly Director Byers reported that Meghan Harmon, one of our library family members recently passed away in January, and that she is working with Meghan's family to ensure we preserve Meghan's memory and her impact on the library.

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

C. 2024 Year End Review

Board President M. Roubitchek asked the board to review our first year-end review report.

D. Friends of the Library Update

The Annual Murder Mystery is coming up in less than a month, and it will be a great show.

E. Library Foundation Report

Bidding for the The Backyard has begun, and we should have bid proposals to review next month. The project is planned to break ground beginning in the spring, and the project should be completed by the end of June.

F. Art Committee Update

Our staff and volunteer show are up, and it is lovely to see so much talent. Our next shows will be the Illinois Prairie Pastel Society and the Sangamon Watercolor Society.

G. ILA Report

Director Byers will be attending ALA's Voices for Libraries in Washington, D.C. next month with the event focusing on advancing Federal Funding for Libraries, Support for Literacy, and other topics.

H. Library Director Evaluation Committee/ UPDATE

Board President M. Roubitchek said evaluation forms for the library director will be sent out soon, and that he would like them back before the next meeting.

I. Other

VI. Unfinished Business

A. Town Hall Meetings / DISCUSSION

A discussion was had in regard to how the run the upcoming Town Hall meetings.

B. Building Repairs Due to Water Infiltration / DISCUSSION

A discussion was had regarding the building repairs to due to water infiltration.

C. Other

VII. New Business

A. Succession Plan / APPROVAL

A motion to approve the succession plan was made by J. Vaughn and seconded by D. Roberts. The motion was approved.

B. 1-90 Library Board Conflict of Interest /APPROVAL

A motion to approve 1-90 Library Board Conflict of Interest was made by D. Roberts and seconded by C. Westerlund. The motion was approved.

C. 2-60 General Insurance Coverage / REVIEW

Board President M. Roubitchek asked the board to review 2-60 General Insurance Coverage.

D. 2-70 Disposition of District Property / REVIEW

Board President M. Roubitchek asked the board to review 2-70 Disposition of District Property.

E. Other

VIII. Announcements

A. Town Hall Meetings – February 26th at 6:00 pm and March 1st at 10:00 am

B. Buy your tickets now: Friends' Murder Mystery Fundraiser: March 15th and 16th

C. Next Board Meeting: March 17th at 7 p.m.

D. Chamber Trustee Forum: March 18th at 6:00 p.m.

IX. Adjournment

A motion to adjourn the meeting was made by D. Roberts and seconded by V. Ross. The motion was approved. The meeting was adjourned at 7:46 p.m.