



**Channahon & Minooka IL
Board Meeting Minutes
November 9, 2022**

Call to order: The meeting was called to order at 6:00 p.m. by President Doyle and a quorum was established. Trustees present were: Doyle (remote), Hoppe, Malone, McSteen and Swick. Absent: Chesson and Petersen. Also present: Executive Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

Review and Approval of Consent Agenda: Trustee Hoppe moved, seconded by Malone to accept the Consent Agenda. Ayes: Hoppe, Malone, McSteen and Swick. Absent: Chesson and Petersen.

Public Comments: None

Committee Reports:

- a. Building & Grounds – Did not meet.

Old and New Business:

- a. Ordinance 2022-ORD8 Levy – Trustee Swick moved, seconded by Hoppe to approve Ordinance 2022-ORD8 Levy. Ayes: Hoppe, Malone, McSteen and Swick. Absent: Chesson and Petersen.
- b. Finance Policy – Trustee Malone moved, seconded by McSteen to amend the Finance Policy effective 11/9/2022. Ayes: Hoppe, Malone, McSteen and Swick. Absent: Chesson and Petersen.
- c. Computer Use Policy – Trustee McSteen moved, seconded by Swick to approve the Computer Use Policy (including amending the name to Public Computer and Internet Policy) as amended. Ayes: Hoppe, Malone, McSteen and Swick. Absent: Chesson and Petersen.
- d. Strategic Planning: Facilities Assessment Review and Refresh, Visioning Refresh – Rick McCarthy & Craig Meadows from Studio GC were in attendance with an updated presentation on our facility options. Trustee Hoppe moved, seconded by Malone to have Studio GC update the facilities assessment at a cost of \$6,000. Ayes: Hoppe, Malone, McSteen and Swick. Absent: Chesson and Petersen.

Adjournment: Trustee Swick moved, seconded by Malone to adjourn the meeting at 7:12 p.m. noting Veterans Day and Thanksgiving is coming up and on November 27th is Nora's 3rd birthday. Motion carried by a voice vote with 4 ayes.

Respectfully submitted,

Martha Swick, Secretary Pro-Tem
Board of Library Trustees
Three Rivers Public Library District