



Channahon & Minooka IL Board Meeting Minutes June 14, 2023

Pledge of Allegiance

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: Chesson, Doyle, Hoppe, Malone, McSteen and Petersen. Absent: Swick. Also present: Executive Director Offerman, Assistant Director Griggs, and Recording Secretary Esposito.

Public Comments: Ashe Bedard, Lou Broccolo, Jen Durkee, Tyler Giaragne, Erin Gilmartin, Glenn Lundquist, Caitlin Loizon, Jacki McHale, Ric Offerman, Grace Pesavento, Carli Redack, Missey Schumacher, Terri Tatroe, Daneen Taylor, Gabe Taylor, Graham Taylor, Melissa Tomlinson, Marsha Williams and Megan Zenere spoke during open session.

Oath of Office: Director Offerman administered the Oath of Office to elected Trustees Hoppe and Malone.

Call to order: The meeting was called to order at 6:42 p.m. by President Doyle and a quorum was established. Trustees present were: Chesson, Doyle, Hoppe, McEvilly-Reed and McSteen. Absent: Swick. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

Election of Officers: Trustee Doyle moved, seconded by McSteen to elect Trustee Chesson President. Trustee Malone moved, seconded by Doyle to elect Trustee Swick Vice President. Trustee Doyle moved, seconded by Hoppe to elect Trustee Malone Secretary.

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

Committee Reports:

- a. Building & Grounds – The Building & Grounds Committee did not meet.
- b. Finance Committee – The Finance Committee did not meet.

Old and New Business:

- a. Executive Session to Discuss Personnel ILCS 120/2c1 – Trustee Hoppe moved, seconded by McSteen to go into Executive Session at 6:48 p.m. for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees

of including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity 120/2c(1).

Ayes: Doyle, Hoppe, Malone and McSteen. Absent: Swick. The board invited former Trustee Petersen to join them in Executive Session. Trustee Hoppe moved, seconded by Doyle to go out of Executive Session at 7:31 p.m. and return to open session. Ayes: Doyle, Hoppe, Malone and McSteen. Absent: Swick.

- b. Approve Closed Session Meeting Minutes from May 10, 2023 – Trustee Doyle moved, seconded by Hoppe to approve the Closed Session Meeting Minutes from May 10, 2023. Ayes: Doyle, Hoppe, Malone and McSteen. Absent: Swick.
- c. Director's Evaluation and Goals – Trustee Chesson reviewed the evaluation for Director Offerman. The goals for fiscal year 2024 will be discussed at the July 2023 meeting.
- d. Director's Increase – Trustee McSteen moved, seconded by Hoppe to approve a 4% increase for Executive Director Offerman, a bonus equivalent to one week at the new pay rate and an additional week of vacation effective July 1, 2023. Ayes: Doyle, Hoppe, Malone and McSteen. Absent: Swick.
- e. FY24 Working Budget – Trustee Doyle moved, seconded by McSteen to approve the FY24 Working Budget. Ayes: Doyle, Hoppe, Malone and McSteen. Absent: Swick.
- f. Personnel Policy – Tabled.
- g. Mack and Associates Engagement Letter - Trustee Hoppe moved, seconded by Doyle to approve the Mack and Associates Engagement Letter for auditing services. Ayes: Doyle, Hoppe, Malone and McSteen. Absent: Swick.
- h. Strategic Planning – Tabled as the contract review has not been completed.
- i. Serving Our Public 4.0, Chapters 7 & 8 – Director Offerman reviewed Chapters 7 & 8 with trustees.
- j. General Discussion, as needed – Trustee Malone stated that faith and humanity has been restored. Trustee Hoppe commended Director Offerman and former President Doyle for conducting the meeting smoothly.

Adjournment: Trustee Hoppe moved, seconded by McSteen to adjourn the meeting at 7:55 p.m. wishing everyone a Happy Father's Day and Fourth of July. Motion carried by a voice vote with 4 ayes.

Respectfully submitted,

Brandy Malone, Secretary
Board of Library Trustees
Three Rivers Public Library District