



Channahon & Minooka IL Board Meeting Minutes October 11, 2023

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

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

Public Comments: None

Committee Reports:

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

Old and New Business:

- a. Audit – Jessika McGarvey from Mack & Associates was present to discuss the audit results. Trustee Hoppe moved, seconded by Sullivan approve the FY23 audit. Ayes: Doyle, Hoppe, Malone, Sullivan and Swick. Absent: McSteen.
- b. Channahon Zone Damper Proposal – Trustee Swick moved, seconded by Hoppe to approve the proposal by Gene May Heating and Cooling for the Channahon Zone Damper System at a cost not to exceed \$12,623. Ayes: Doyle, Hoppe, Malone, Sullivan and Swick. Absent: McSteen.
- c. Strategic Planning – Director Offerman met with Studio GC architects and discussed next steps. Studio GC is planning to meet with the board at the beginning of 2024. Trustees will further discuss the direction they would like to pursue at the November meeting.
- d. Director’s Goals – Director Offerman has completed the foundation goal. Progress is also moving along regarding the IT plan, however, the server issue is currently a high priority. In addition, the 50th anniversary celebration is developing with a committee being formed. Any trustees that would like to join this committee should contact Director Offerman.
- e. General Discussion, as needed - None

Adjournment: Trustee Swick moved, seconded by Sullivan to adjourn the meeting at 6:30 p.m. noting today is International Day of the Girl. Motion carried by a voice vote with 5 ayes.

Respectfully submitted,

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