



Channahon & Minooka IL Board Meeting Minutes August 12, 2026

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

Budget and Appropriation Hearing: No one appeared.

Public Comments: None

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

Library Director's Report: Director Offerman discussed an engagement agreement to absolve the relationship with Whit Law. The Staff Development Day will be Friday and the library will be closed. Trustee elections will take place in April 2027 and packets will be available for pick up at either library on Tuesday, August 25th.

Committee Reports:

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

Old and New Business:

- a. Ordinance 2026-4 Budget & Appropriation – Trustee Malone moved, seconded by Sullivan to approve Ordinance 2026-4 Budget & Appropriation. Ayes: Chesson, Doyle, Malone, McGowan and Sullivan. Absent: McSteen.
- b. Executive Session to Discuss Personnel ILCS 120/2c1 – Trustees opted to not go into executive session.
- c. Director Goals – Trustees felt the goals presented by Director Offerman were well stated. Trustee Hoppe requested quarterly updates on the director's goals with Director Offerman providing the first update in October. Trustee Doyle suggested developing ways to communicate with the community as a unified board and to establish shared goals. Trustee Hoppe will explore opportunities for guidance on how the Board can move forward in developing its own goals.
- d. Strategic Planning – Studio GC was in attendance to discuss the next steps and what the Board can expect moving forward. Director Offerman spoke to Amanda Standerfer regarding the Library's strategic plan. Amanda recommended a refresh of the current plan, noting that the overall plan is solid. The estimated cost would be approximately \$7,000 - \$15,000. Trustees agreed to hold off on refreshing the Strategic Plan for a few

months. Trustee Hoppe expressed interest in developing a matrix tied to the Strategic Plan.

- e. Illinois Public Library Standards – Director Offerman discussed the HR and Information Services sections and reiterated that we are meeting most standards.
- f. General Discussion, as needed – None

Adjournment: Trustee Chesson moved, seconded by Sullivan to adjourn the meeting at 7:25 p.m. Motion carried by a voice vote with 5 ayes.

Respectfully submitted,

Kari Sullivan, Secretary
Board of Library Trustees
Three Rivers Public Library District