



**Three Rivers Public Library District
Channahon & Minooka IL
Board Meeting Minutes
November 10, 2021**

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, McEvilly-Reed, McSteen and Swick. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

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

Public Comments: None

Committee Reports:

- a. Building & Grounds – Director Offerman informed the board that SealRite will be out to seal and repair the concrete pad for the Channahon dumpsters.

Old and New Business:

- a. Personnel Policy – Trustee Swick moved, seconded by Malone to approve the Personnel Policy changes as presented effective 11/10/2021. Ayes: Chesson, Hoppe, Malone, McEvilly-Reed, McSteen and Swick. The changes for employee leave time will be changed at the January accrual. Current employees will only be changed if it is a benefit to them.
- b. Ordinance 2021-ORD4 Levy – Trustee McSteen moved, seconded by McEvilly-Reed to approve Ordinance 2021-ORD4 Levy. Ayes: Chesson, Hoppe, Malone, McEvilly-Reed, McSteen and Swick.
- c. PLA Conference – Trustee Hoppe moved, seconded by Chesson to approve Director Offerman, Assistant Director Griggs and Adult Services Manager Robertson attend the PLA Conference in Portland, OR at a cost not to exceed \$6,913. Ayes: Chesson, Hoppe, Malone, McEvilly-Reed, McSteen and Swick
- d. Illinois Libraries Present – Trustee McSteen moved, seconded by Hoppe to approve the Illinois Libraries Present IGA. Ayes: Chesson, Hoppe, Malone, McEvilly-Reed, McSteen and Swick.
- e. Covid-19 Update – Director Offerman reported there is currently no date for the library's booster clinic.
- f. Strategic Planning – The planning committee did not meet.
- g. Serving Our Public 4.0, Chapters 13 – Director Offerman reviewed the final chapter noting the checklist items that the library has met and those items that the library needs to work on.

Adjournment: Trustee Doyle moved, seconded by Swick to adjourn the meeting at 6:33 p.m. wishing everyone a happy holidays and thanking any veterans. Motion carried by a voice vote with 6 ayes.

Respectfully submitted,

Diane Chesson, Secretary
Board of Library Trustees
Three Rivers Public Library District