



**Three Rivers Public Library District
Channahon & Minooka IL
Board Meeting Minutes
February 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: Chesson, Doyle, Hoppe, Malone, McEvelly-Reed (remote), McSteen and Swick. Also present: 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: Chesson, Hoppe, Malone, McEvelly-Reed, McSteen and Swick.

Public Comments: None

Committee Reports:

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

Old and New Business:

- a. Executive Session to discuss personnel - Trustees did not convene for an executive session.
- b. Director Evaluation – Trustee Chesson reviewed the evaluations submitted by the Trustees. Trustee Chesson requested feedback from the Trustees regarding surveying the staff on the director's performance. Trustee Hoppe suggested going through HR Source regarding how other libraries review the director through staff or providing a suggestion box for staff usage. Trustees agreed to include staff feedback in next year's evaluation. Trustee Hoppe moved, seconded by McEvelly-Reed to approve a 4% increase for Executive Library Director, Lauren Offerman effective 7/1/2022. Ayes: Chesson, Hoppe, Malone, McEvelly-Reed, McSteen and Swick.
- c. Meeting Room Policy – Trustee Chesson moved, seconded by McSteen to approve the Meeting Room Policy as amended effective 2/9/2022. Ayes: Chesson, Hoppe, Malone, McEvelly-Reed, McSteen and Swick.
- d. NI-GAS TIF District – The NI-GAS TIF is scheduled to conclude at the end of February, however, an extension has been requested until the end of the year. No action is required at this time.
- e. COVID-19 Update – Since the mandate may be ending at the end of February, our policies and procedures may be changing also.
- f. Strategic Planning – A new logo is being developed, however, it is taking longer than expected. Library Link cards are being distributed to students in the district.

Adjournment: Trustee Swick moved, seconded by Hoppe to adjourn the meeting at 6:23 p.m. wishing everyone a Happy Valentine's and Leonard Hoffman a Happy 75th birthday. Motion carried by a voice vote with 6 ayes.

Respectfully submitted,

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