



## **Three Rivers Public Library District Channahon & Minooka IL Board Meeting Minutes October 13, 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: Doyle, Hoppe, McEvelly-Reed (remote), McSteen and Swick. Absent: Chesson. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

Oath of Office: Secretary Pro-Tem Swick administered the Oath of Office to appointed Trustee Malone.

Call to order: The meeting was called to order at 6:03 p.m. by President Doyle and a quorum was established. Trustees present were: Doyle, Hoppe, Malone, McEvelly-Reed (remote), McSteen and Swick. Absent: Chesson. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

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

Public Comments: None

Committee Reports:

- a. Building & Grounds – Nothing to report.

Old and New Business:

- a. Audit - Joe Martin was in attendance to review the audit. Trustee Hoppe moved, seconded by McSteen to approve the annual audit. Ayes: Hoppe, Malone, McEvelly-Reed, McSteen and Swick. Absent: Chesson.
- b. Patron Behavior Policy – Trustee Malone moved, seconded by Swick to approve the Patron Behavior Policy as changed effective 10/13/2021. Ayes: Hoppe, Malone, McEvelly-Reed, McSteen and Swick. Absent: Chesson.
- c. Resolution 2021-RES 3 Authorizing Signatures – Trustee McSteen moved, seconded by Hoppe to approve Resolution 2021-RES 3 Authorizing Signatures. Ayes: Hoppe, Malone, McEvelly-Reed, McSteen and Swick. Absent: Chesson.
- d. Covid-19 Update – Director Offerman requested feedback from the board regarding closing the library after the Covid-19 clinic. Trustees agreed to remaining open after the clinic.
- e. Strategic Planning – The Strategic Planning committee is changing to the Accountability Committee. Our consultant has recommended now would be a good time to update our

logo to coincide with our new vision and mission statements. The cost for logo recommendations would be \$500. Trustee Malone suggested obtaining community input once logo designs are submitted. Trustees were in agreement that now would be a good time to reevaluate our logo.

- f. Serving Our Public 4.0, Chapters 11 & 12 – Director Offerman reviewed the eleventh and twelve chapters 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 6:32 p.m. wishing everyone a happy Halloween and welcoming Brandy Malone as the library's newest trustee. Motion carried by a voice vote with 5 ayes.

Respectfully submitted,

Martha Swick, Secretary Pro-Tem  
Board of Library Trustees  
Three Rivers Public Library District