



**Three Rivers Public Library District  
Channahon & Minooka IL  
Board Meeting Minutes  
September 8, 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, McEvilly-Reed (remote), McSteen and Swick. Also present: Director Offerman, Assistant Director Griggs and Recording Secretary Esposito.

Budget and Appropriation Hearing: No one appeared.

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

Public Comments: None

Committee Reports:

- a. Building & Grounds – Director Offerman updated the board on the projects at both buildings.

Old and New Business:

- a. Covid-19 Update – Director Offerman stated that we are still requiring masks at both locations.
- b. Strategic Planning – The board reviewed the library's one page vision and mission statement.
- c. Serving Our Public 4.0, Chapters 9 & 10 – Director Offerman reviewed the ninth and tenth chapters noting the checklist items that the library has met and those items that the library needs to work on.
- d. Staff Holiday Dinner – Director Offerman provided the board with some options in lieu of a staff dinner at a restaurant due to Covid-19.
- e. Board Vacancy – Brandy Malone was in attendance and will fill the vacant trustee position. Brandy will be sworn in at the October meeting. Trustee Chesson moved, seconded by McEvilly-Reed to appoint Brandy Malone as new trustee for the term ending 2023. Ayes: Chesson, Hoppe, McEvilly-Reed, McSteen and Swick.
- f. Ordinance 2021-3 Budget and Appropriation – Trustee Hoppe moved, seconded by McSteen to approve Ordinance 2021-3 Budget and Appropriation. Ayes: Chesson, Hoppe, McEvilly-Reed, McSteen and Swick.
- g. Resolution 2021-2 Estimate of Funds Needed – Trustee Hoppe moved, seconded by Swick to approve Resolution 2021-2 Estimate of Funds Needed. Ayes: Chesson, Hoppe, McEvilly-Reed, McSteen and Swick.

- h. Estimate of Revenues – Trustee McSteen moved, seconded by Hoppe to approve the Estimate of Revenues. Ayes: Chesson, Hoppe, McEvelly-Reed, McSteen and Swick.
- i. Cash Receipts and Disbursements – Trustee Hoppe moved, seconded by McSteen to approve the Cash Receipts and Disbursements. Ayes: Chesson, Hoppe, McEvelly-Reed, McSteen and Swick.
- j. Channahon Doors – Trustee Chesson moved, seconded by Swick to approve the estimate provided by S&J Doors at a cost not to exceed \$7,555. Ayes: Chesson, Hoppe, McEvelly-Reed, McSteen and Swick.

Adjournment: Trustee Hoppe moved, seconded by Chesson to adjourn the meeting at 6:30 p.m. wishing everyone a great month. Motion carried by a voice vote with 5 ayes.

Respectfully submitted,

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