



## **THREE RIVERS PUBLIC LIBRARY DISTRICT Channahon & Minooka IL**

### **BOARD MEETING MINUTES February 9, 2011**

The February meeting of the Board of Library Trustees was held on Wednesday, February 9, 2011 in the boardroom of the Branch Library at 109 N Wabena St., Minooka IL. The meeting was called to order at 6:00 P.M. by President Satorius and a quorum was established.

Call to order: Trustees present were: Chesson, Ferguson, M. Hoffman, Kimble, Riddle and Satorius. Absent: L. Hoffman. Also present was Executive Director Soucie, Assistant Director Offerman and Recording Secretary Esposito.

Public Comments: None

Review and Approval of minutes: The minutes were approved as presented.

Treasurer's Report: The Trustees discussed the "Land" line item on the financials. Director Soucie will discuss with the auditor to find out if changes should be made. Director Soucie asked if a Trustee could come in to sign checks during the month in addition to signing those during the meeting. The Trustees agreed and they will come in when called. Trustee Ferguson moved, seconded by Trustee M. Hoffman, to approve the January operating expenses in the amount of \$37,379.09. Ayes: Chesson, Ferguson, M. Hoffman, Kimble, Riddle and Satorius. Absent: L Hoffman.

Staff Reports: Executive Director Soucie and Assistant Director Offerman submitted written reports and presented oral reports. Director Soucie reported on a couple of incidents and how they were handled. She also informed the Trustees that the computers will be down next week and the web design team is working to develop a new look to our website. Assistant Director Offerman discussed the meeting with the Channahon Park District and the partnership opportunities available.

Committee Reports: The Building and Grounds Committee discussed the sewer engineering project. The offer will be made to purchase the sewer in exchange for land excluding the tap-on fees. Director Soucie will be sending out request for quotes for engineering for the parking lot expansion in Channahon directly to an identified list of engineering firms as well as publishing in the Joliet Herald. Quotes will be presented at the March meeting.

#### Old and New Business –

- a. Policy Adoption 2<sup>nd</sup> Reading – Collection Development; Public Comment – Trustee Kimble moved, seconded by Riddle to accept the Collection

- Development policy as presented. Ayes: Chesson, Ferguson, M. Hoffman, Kimble, Riddle and Satorius. Absent: L. Hoffman. Trustee Ferguson moved, seconded by M Hoffman to accept the Public Comment policy as presented. Ayes: Chesson, Ferguson, M. Hoffman, Kimble, Riddle and Satorius. Absent: L. Hoffman.
- b. Weather related closings – The Board discussed the emergency closing procedures and agreed to keep the same procedure in which the Director will make the decision whether to close or not and then inform the Board President if closing the library is warranted.
  - c. Local Officials Dinner – The dinner will be March 30<sup>th</sup> at the new Minooka Fire House.
  - d. Tree removal – The bids were reviewed and Trustee Chesson moved, seconded by Ferguson to accept Budd's Tree Service bid for the removal of the trees at Minooka. Ayes: Chesson, Ferguson, M. Hoffman, Kimble, Riddle and Satorius. Absent: L. Hoffman.
  - e. Executive Session to Discuss Personnel ILCS 120/2(c)1 – No action.

Adjournment: Trustee M. Hoffman moved, seconded by Trustee Riddle to adjourn at 7:06 P.M. Trustee M. Hoffman reminded everyone Abe Lincoln and George Washington's birthdays are coming soon and wished everyone a Happy Valentine's Day. Motion carried by voice vote with 6 ayes.

Respectfully submitted,

Ivan Kimble, Secretary  
Board of Library Trustees  
Three Rivers Public Library District