



**Three Rivers Public Library District
Channahon & Minooka IL
Board Meeting Minutes October 12, 2011**

Call to order: The meeting was called to order at 6:00 P.M. by President Satorius and a quorum was established. Trustees present were: Chesson, Ferguson, M. Hoffman, Kimble, Riddle and Satorius. Absent: L. Hoffman. Also present: Executive Director Soucie and Assistant Director Offerman.

Budget and Appropriation Hearing: No one appeared.

Public Comments: None

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

Treasurer's Report: Trustee Ferguson reviewed the September financial reports. Trustee Kimble requested a report of all expenditures and income for the Special Reserve Fund for the last 6 months; this will be presented in the packet for the next Board meeting. Trustee Ferguson moved, seconded by Trustee M. Hoffman, to pay the September operating expenses in the amount of \$50,579.68. 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 updated the Board on personnel, preliminary survey participation, the Anniversary Open House and shared an update on Trustee L. Hoffman's travels. Assistant Director Offerman's oral report included program updates and a potential partnership with the Minooka Arts Council.

Committee Reports:

- a. Building and Grounds Committee – Nothing to report.

Old and New Business:

- a. Audit presentation- Joe Martin from Brian Zabel's office presented the audit report. Trustee Ferguson moved, seconded by Trustee Riddle, to accept the audit report. Ayes: Chesson, Ferguson, M. Hoffman, Riddle and Satorius. Nay: Kimble. Absent: L. Hoffman.
- b. Sewer project- Director Soucie presented the contract for property acquisition, along with Ordinance 2011-6 Intent to purchase property.
 - a. Action on Acquisition of Property- Trustee Chesson moved, seconded by Trustee Ferguson, to adopt Ordinance 2011-6 Intent to Purchase Property as corrected. Ayes: Chesson, Ferguson, M. Hoffman, Kimble, Riddle and Satorius. Absent: L. Hoffman. Trustee Chesson moved, seconded by Trustee Riddle, to authorize President Satorius to sign the real estate

contract to purchase property from Dan Development. Ayes:
Chesson, Ferguson, M. Hoffman, Kimble, Riddle and Satorius.
Absent: L. Hoffman.

- c. Parking lot project- Director Soucie updated the Board on the status of the parking lot project.
- d. Ordinance 2011- 5 Levy-Trustee Riddle moved, seconded by Trustee Ferguson, to adopt Ordinance 2011-5 Levy. Ayes: Chesson, Ferguson, M. Hoffman, Kimble, Riddle and Satorius. Absent: L. Hoffman.
- e. Self Checkout Quotes- Director Soucie presented three quotes to the Board for review. The decision was to wait until next fiscal year and include the self checkouts in the budget.
- f. Annual Holiday Dinner- The Annual Dinner will be on December 14 at 6:30. First choice is Cookie's Restaurant in Minooka with Chapin's East as the second choice. The library will again pay for employees and trustees plus one guest. Employees that retired during that calendar year will be invited to the dinner.

Adjournment: Trustee M. Hoffman moved, seconded by Trustee Chesson to adjourn the meeting at 7:30 p.m., marking the Sesquicentennial of the Civil War and the reenactment at Dollinger's Farm in Minooka. Motion carried by voice vote with 6 ayes, 1 absent.

Respectfully submitted,

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