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**BOARD OF TRUSTEES Regular Board Meeting  
Wednesday, May 18, 2022; 7:30pm**

**MINUTES**

I. Call to Order & Roll Call: 7:30pm

Roll Call:

Present: Kisha Houston, Alice Creason, Martin Perez, Djimon Smith, Warrette Coleman, MarcyJo Chachakis

Absent: Karen A. Buford

Also Present: Laura Van Cleve, Library Director; Ashley Baltazar, Head of Technical Services; Susan Eberly, Bookkeeper

II. Remarks from the Public

NONE

III. Approval of Minutes

Regular Meeting April 20 2022

-A motion and 2<sup>nd</sup> was made to approve the Minutes of Regular Meeting April 20 2022 as written. On a voice vote, the motion was approved.

Executive Session Minutes-TABLED

IV. Correspondence

Director Van Cleve noted dates received from Ken Jones at the Community Center.

Richton Park Building Safety Day      Saturday, June 4      11:00-3:00pm

Job Fair      Wednesday, June 15      11:00-3:00pm

Juneteenth Celebration      Saturday, June 18      3:00-9:00pm

Resident Appreciation Day      Saturday, July 23      11:00am-4:00pm

V. Treasurer's & Financial Reports

A. Income and Expense Reports      April 30, 2022

B. Approval of Expenses:      May 18, 2022

A motion and 2<sup>nd</sup> was made to approve the expenses of May 18, 2022.

Roll Call: Kisha Houston, yes; Djimon Smith, yes; MarcyJo Chachakis, yes; Martin Perez, yes; Warrette Coleman, yes; Alice Creason, yes. Karen A. Buford, absent. Motion approved.

C. Other Financially Related Reports

NONE

VI. Attorney's Report

A list of questions sent to our attorney and awaiting response was presented.

VII. Librarian's Report

-Statistics

Director Van Cleve discussed building updates, technology updates, department updates, program and newsletter updates, and the general comings and goings of the library. Summer Reading is all hands on deck.

VIII. Business

A. Old Business

1. General Obligation Refunding Bonds-sign SLGs authorization form  
Form signed by Board President.

B. New Business

1. Formation of Standing Committees

President Kisha Houston appointed trustees to standing Finance and Personnel Committees.

President Houston will appoint a standing Policy Committee and the next meeting.

MarcyJo Chachakis and Djimon Smith appointed to Finance Committee.

Kisha Houston and Martin Perez appointed to Personnel Committee.

2. Audit Proposals

A motion and 2<sup>nd</sup> was made to approve 3 year proposal presented by Illinois NFP Audit & Tax, LLP.

Roll Call: Kisha Houston, yes; Djimon Smith, yes; MarcyJo Chachakis, yes; Martin Perez, yes; Warrette Coleman, yes; Alice Creason, yes. Karen A. Buford, absent.

3. Landscape Clean up Quote.

Quote for work is approved up to \$5,704. Director Van Cleve is to schedule the clean up with the provision that a walk about with the landscaper happens first to go over exactly what is going where.

IX. Trustee Information and General Announcements

- X. Executive Session: 5 ILCS 120/2 (c)(\_\_\_)  
NONE

XI. Adjournment:

A motion and 2<sup>nd</sup> was made to adjourn the meeting at 9:07pm. On a voice vote, the motion was approved.

Next Regular Board Meeting is scheduled for Wednesday, June 22, 2022; 7:30pm

Respectfully submitted,

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Warrette Coleman, Board Secretary

and

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Laura Van Cleve, Library Director