

**BOARD OF TRUSTEES Regular Board Meeting
Wednesday, October 19, 2022; 7:30pm**

MINUTES

In the absence of the Board President and Vice President, Warrette Coleman was asked to take on the role of acting president, and Djimon Smith was asked to take on the role of acting secretary. On a voice vote, the motion was approved.

I. Call to Order & Roll Call: 7:38pm

Roll Call:

Present: Warrette Coleman, Djimon Smith, MarcyJo Chachakis, Karen A. Buford.

Absent: Kisha Houston, Alice Creason, Martin Perez

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

II. Remarks from the Public

NONE

III. Approval of Minutes

Regular Meeting September 21, 2022

A motion was made by MarcyJo Chachakis, 2nd by Djimon Smith, to approve the Minutes of Regular Meeting September 21, 2022 as written. On a voice vote, the motion was approved.

IV. Correspondence

Thank you cards- Director Van Cleve passed around thank you cards received from Baird, CAAN Academy of Nursing, Vitalant Blood Drive coordinators, and Cornerstone Church

V. Treasurer’s & Financial Reports

A. Income and Expense Reports September 30, 2022

B. Approval of Expenses: October 19, 2022

A motion was made by MarcyJo Chachakis, 2nd by Djimon Smith, to approve the expenses of October 19, 2022.

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

C. Other Financially Related Reports

1. Audit completed 9/28

VI. Attorney’s Report

Annexation Tax Code Update- Presented report chart of tax codes, registered voters, and whether the property is able to be annexed by Library District. Director Van Cleve will contact village and county clerk to see if more information can be found in regards to “unable to find” areas.

Trustee Election Seats

Attorney Smith shared what types of seats should be posted on election ballot in order to stagger terms back into succession. Director Van Cleve will do so when ballot is due.

VII. Librarian's Report

-Statistics

Director Van Cleve gave updates on staffing, building projects, technology and outreach.

VIII. Business

A. Old Business

1. Tax Codes/Annexation

TABLED. A motion was made by MarcyJo Chachakis, 2nd by Djimon Smith, to table for more discussion. On a voice vote, the motion was approved.

B. New Business

1. Section 6 Personnel Policy update

A motion was made by Djimon Smith, 2nd by Karen A. Buford, to approve proposed updates to Section 6 of the personnel policy. On a voice vote, the motion was approved.

2. Investment Policy proposed

A motion was made by MarcyJo Chachakis, 2nd by Djimon Smith to approve proposed updates to Investment Policy.

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

3. Resolution 2022-1: Resolution Approving the Opening of an Illinois Local Government Investment Pool Account and Approving the Authorized Signatories For the Account

TABLED. A motion was made by MarcyJo Chachakis, 2nd by Djimon Smith, to table for more discussion. On a voice vote, the motion was approved.

IX. Trustee Information and General Announcements

Serving Our Public Chapter discussion. Chapters 7-9 were discussed.

X. Executive Session: 5 ILCS 120/2 (c)(1)
NONE

XI. Adjournment:

A motion was made by MarcyJo Chachakis, 2nd by Djimon Smith, to adjourn the meeting at 8:47pm. On a voice vote, the motion was approved.

Next Regular Board Meeting is scheduled for Wednesday, November 16, 2022; 7:30pm.

Respectfully submitted,

Djimon Smith, Acting Board Secretary

and

Laura Van Cleve, Library Director