

BOARD OF TRUSTEES **Rescheduled Board Meeting
Wednesday, November 29th, 2023; 7:30pm**

MINUTES

I. Call to Order & Roll Call

Roll Call: 7:32pm

Present: Alice Creason, Djimon Smith, MarcyJo Chachakis, Kisha Houston.

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

Absent: Warrette Coleman.

II. Remarks from the Public

NONE

III. Approval of Minutes

Regular Board Meeting October 18, 2023

-A motion was made by MarcyJo Chachakis, 2nd by Alice Creason, to approve the minutes of Regular Meeting October 18, 2023 as written. On a voice vote, the motion was approved.

Executive session minutes September 20, 2023; Executive session minutes October 18, 2023

-A motion was made by Alice Creason, 2nd by MarcyJo Chachakis, to approve and keep closed executive session minutes of September 20, 2023 and October 18, 2023. On a voice vote, the motion approved.

IV. Correspondence

Director Van Cleve received an invitation to a holiday mixer for Rich Township and a couple of thank you emails for Danielle attending events at Rich Township and Richton Square Schools.

V. Treasurer’s & Financial Reports

A. Income and Expense Reports October 31, 2023

B. Approval of Expenses: November 15, 2023

-A motion was made by Alice Creason, 2nd by MarcyJo Chachakis, to approve the expenses of October 18, 2023.

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

C. Other Financially Related Reports

1. Audit Update-verbal report

-Bookkeeper Eberly expects to have audit update first week of December.

2. Levy-verbal report

-New resolutions found for this year allow for more guidance under PTELL

3. Annexation-verbal report

-First set of paperwork not approved due to a stamp and signature, will take completed paperwork for all annexations with for submission. If cook county does not accept, attorney said they would take for us.

VI. Attorney's Report

NONE

VII. Librarian's Report

- Statistics

- Director Van Cleve gave updates on Per Capita grant requirements, staffing, building projects, programming, outreach, professional development, 50th anniversary ideas, and Friends of the Library.

VIII. Business

A. Old Business

1. Strategic Plan

-Director Van Cleve shared she worked with Sarah Keister Armstrong to work with the information received from staff regarding implementation steps. Gave Sarah concerns about outreach heavy-ness. Sarah will look over and agrees that outreach is a lot but also overlays other aspects of the Strategic plan, thus resulting in it being ok. Still working on implementation steps.

2. 2024 Wage Base Proposal -TABLED

3. Parking Lot Bid Proposal

-a motion was made by Alice Creason, 2nd by MarcyJo Chachakis, to accept the bid proposal from Eriksson Engineering Associates in the amount of \$22,350.

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

B. New Business

1. Ordinance 23-3 Annexing Certain Territories to the Richton Park Public Library District

-a motion was made by MarcyJo Chachakis, 2nd by Alice Creason, to approve "Ordinance 23-3 Annexing Certain Territories to the Richton Park Public Library District".

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

2. Ordinance 23-5 Ordinance Levying and assessing property Tax for Richton Park Public Library District; Estimate of revenue; Truth in Taxation

-a motion was made by Alice Creason, 2nd by Djimon Smith, to approve "Ordinance 23-5: Ordinance Levying and assessing property Tax for Richton Park Public Library District; Estimate of revenue; Truth in Taxation".

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

3. Resolution 23-4 Declaring the Intent to Levy a Building Tax
-a motion was made by Alice Creason, 2nd by Djimon Smith, to approve "Resolution 23-4 Declaring the Intent to Levy a Building Tax".

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

4. Resolution 23-6 Providing Direction to the Cook County Clerk under the Property Tax Extension Limitation Law Regarding the Tax Levy of the District for the Year 2023
-a motion was made by MarcyJo Chachakis, 2nd by Djimon Smith, to approve "Resolution 23-6 Providing Direction to the Cook County Clerk under the Property Tax Extension Limitation Law Regarding the Tax Levy of the District for the Year 2023".

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

5. Resolution 23-7 to Issue "Recapture" Certificate under 190.7 of PTELL for 2023 Levy;
Certification that 2023 Levy May not be the Maximum permissible under the PTELL
-a motion was made by MarcyJo Chachakis, 2nd by Djimon Smith, to approve "Resolution 23-7 to Issue "Recapture" Certificate under 190.7 of PTELL for 2023 Levy; Certification that 2023 Levy May not be the Maximum permissible under the PTELL".

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

IX. Trustee Information and General Announcements

-We will need to approve 2024 meeting dates at our December meeting, trustees shared holiday events happening throughout Richton Park.

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

XI. Adjournment:

-A motion was made by Alice Creason, 2nd by Djimon Smith to adjourn the meeting at 9:27pm. On a voice vote, the motion was approved.

Next Regular Board Meeting is scheduled for Wednesday, December 20, 2023; 7:30pm

Respectfully submitted,

Djimon Smith, Board Secretary

and

Laura Van Cleve, Library Director