

**BOARD OF TRUSTEES Board Meeting
Wednesday, August 21st, 2024; 7:30pm**

MINUTES

I. Call to Order & Roll Call

Roll Call: 7:31pm

Present: Alice Creason, MarcyJo Chachakis, Djimon Smith, Warrette Coleman.

Absent: Kisha Houston

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 Board Meeting June 26, 2024

Executive Session Minutes June 26, 2024

-A motion was made by Warrette Coleman, 2nd by Djimon Smith, to approve the minutes of Regular Board Meeting June 26, 2024 as written. On a voice vote, the motion was approved.

-A motion was made by MarcyJo Chachakis, 2nd by Warrette Coleman, to approve and close the minutes of Executive Session June 26, 2024 with corrections. On a voice vote, the motion was approved.

IV. Correspondence

Grant Letter received for Project Next Generation.

V. Treasurer's & Financial Reports

A. Income and Expense Reports June 30, 2024; July 31 2024

B. Approval of Expenses: June 30, 2024; July 17, 2024; August 21, 2024

-A motion was made by Warrette Coleman, 2nd by MarcyJo Chachakis, to approve the expenses of June 30, July 17, and August 21, 2024.

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

C. Other Financially Related Reports

1. PIN to plat and annex

-Everything is done per attorney; Should have for next board meeting.

2. IPLAR

-IPLAR is complete for the year. A copy is available to look at.

VI. Attorney's Report
NONE

VII. Librarian's Report
- Statistics
- Director Van Cleve gave updates on maintenance issues, building projects, programming, outreach, professional development, incident reports, and Friends happenings.

VIII. Business

A. Old Business

1. Parking Lot Update

-Director Van Cleve shared updates on start date for Parking Lot (Tentatively September 3-9)

2. B&A Ordinance

-no action. Trustees were given opportunity to ask any questions about the Fiscal Year Budget and Appropriation.

B. New Business

1. Resolution 24-02: A Resolution Approving the Destruction of Certain Closed Session Meeting Records of the Board of Library Trustees of the Richton Park Public Library District
-A motion was made by MarcyJo Chachakis, 2nd by Djimon Smith, to approve Resolution 24-02: A Resolution Approving the Destruction of Certain Closed Session Meeting Records of the Board of Library Trustees of the Richton Park Public Library District

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

2. Section 7 Personnel Policy Review

-A motion was made by Warrette Coleman, 2nd by Djimon Smith, to approve the changes with corrections to Section 7 of the personnel policy. On a voice vote, the motion was approved.

3. Meeting Room AV & Paging System

-Ashley will get more quotes from different companies to compare, since we will be looking for new systems since our proprietary system is unsalvageable.

IX. Trustee Information and General Announcements

-Secretary Minute Review- Trustees Coleman and Smith reviewed the monthly board meeting minutes for fiscal year 2023-2024 in compliance with IPLAR.

-Trustee Creason shared that she will be moving soon and that her last meeting will be in September. She is very sad to leave her position as trustee and we will all miss her deeply.

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

- XI. Adjournment: 8:32pm
-A motion was made by MarcyJo Chachakis, 2nd by Warrette Coleman, to adjourn the meeting at 8:32pm. On a voice vote, the motion was approved.

Next Public Hearing and Regular Board Meeting is scheduled for Wednesday, September 18th, 2024; 7:30pm. The Regular Board Meeting will immediately follow the Public Hearing.

Respectfully submitted,

Djimon Smith, Board Secretary

and

Laura Van Cleve, Library Director