

**Matteson Area Public Library District  
Board of Trustees  
March 9, 2021  
7:00 pm**

I. Call to Order

- President Howard Hunigan called the meeting to order at 7:10 pm.

II. Roll Call

- Trustees Howard Hunigan, Beverly Coleman, Andrea Williams, Milfred Moore, Harold Gillis, and Jonathan Currin. Also present were Director Kathy Berggren, Assistant Director Lisa Korajczyk, Business Manager Jeanne Mueller, SWAN Director Aaron Skog, and Administrative Assistant Lauretta. Trustee Temitope Babayode, and Youth Service Manager Nikeda Webb were present via Zoom conferencing.

III. Pledge of Allegiance

IV. Opportunity for Public Comment

- No public present.

V. Consent Agenda

- Trustee Moore made a motion to approve the consent agenda. Seconded by Trustee Babayode. Roll call vote.

❖ Harold Gillis-yes	❖ Beverly Coleman-yes
❖ Jonathan Currin-yes	❖ Temitope Babayode - yes
❖ Milfred Moore – yes	❖ Howard Hunigan – yes
❖ Andrea Williams - yes	

Motion carried.

VI. Consideration of Financial Reports and Related Financial Concerns

- Trustee Moore made a motion to approve February disbursements of \$77,487.48 for operating invoices, and \$135,452.94 for payroll related expenses, for a total disbursement of \$212,940.42. Seconded by Babayode. Roll call vote.

❖ Temitope Babayode - yes	❖ Harold Gillis-yes
❖ Howard Hunigan – yes	❖ Beverly Coleman-yes
❖ Jonathan Currin-yes	❖ Andrea Williams-yes
❖ Milfred Moore – yes	

Motion carried.

VII. Aaron Skog, SWAN Director

- Aaron Skog gave an overview of SWAN and its functions.

VIII. Directors Report

- Director Berggren identified the active staff members by presenting a slide show of departmental staff members' pictures.
- The Finance Committee will meet on March 30. Will draft the working budget for the Finance Committee meeting scheduled for March 30. A copy will be included on the agenda in June; if approved in June then in July it will be ready to go. If not, it will be approved in July.
- Computer Manager Andy Murgas discussed the Wi-Fi upgrade.
- Village of Matteson is working on another TIF district.
- ILA workshops; March 13, April 17, and May 15.
- Lighting project scheduled to begin April 5.

IX. Open Items

- Lisa K. reported that all chapters of the General Policy Manual have been distributed. If there are corrections to the document send to Kathy who will pass along to me.

X. Correspondence

- Trustee Williams read a review sent in by Kizzie giving the library a 5-star review.
- A letter from the Village of Matteson regarding the proposed TIF redevelopment plan and project for the Harlem and Rt. 30 redevelopment project area.
- A letter from Arlene Olson thanking the library for an awesome job keeping programming going and staying in touch with the patrons in the town of Matteson.
- A letter from Amy Sanderson, a patron, thanking the library staff for staying open for curbside pick-up during the pandemic.
- A letter from the American Legion regarding the library's participation in the Memorial Day Parade.

XII. Comments by Library Officials, Trustee Committee Oral Reports, and setting any future meeting dates

- Trustee Babayode scheduled a Building, Grounds and Equipment Committee meeting for March 18 at 6:00 pm. The agenda will be the Lighting Project, Wi-Fi upgrade, and other projects for the year.

- Trustee Moore scheduled a Finance Committee meeting for March 30 at 6:30 to discuss the first draft of the budget.
- Trustee Williams scheduled a Personnel & Policy Committee meeting for March 23 at 5:00 pm to discuss the review succession plan and the draft of the Director's mid-point evaluation.

The closed session scheduled for tonight has been tabled until the next meeting.

Trustee Gillis made a motion to adjourn the meeting. Seconded by Trustee Currin. Ayes 7. Nays 0. Motion carried.

The Board meeting adjourned at 8:17 pm.

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Approved by Trustee Andrea Williams, Secretary

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Lauretta Benford, Adm. Ass't