

Matteson Area Public Library District
Board of Trustees
Meeting Minutes
September 13, 2022
7:00 pm

I. Call to Order

- President Hunigan called the meeting to order at 7:00 pm.

II. Roll Call

- Present were Trustees Howard Hunigan, Beverly Coleman, Harold Gillis, Donna Brumfield, Andrea Williams, Temitope Babayode, and Jonathan Currin. Also present were Interim Director Nikeda Webb, Assistant Director Thom Webb, Administrative Assistant Laretta Benford, Youth Service Manager Susan Fulcher, and I Brother II Another organizers, Charles Johnson, Juan Coleman, and several participants' in the program.

III. Pledge of Allegiance

IV. Opportunity for Public Comment

- No public present.

V. Consent Agenda

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

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

Motion carried.

VI. Consideration of Financial Reports and Related Financial Concerns

- Trustee Coleman made a motion to approve August disbursements of \$126,029.02 for operating invoices, and \$137,779.20 for payroll related expenses, for a total disbursement of \$263,808.22. Seconded by Trustee Babayode. Roll call vote.

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

Motion carried.

VII. Susan Fulcher, Youth Services Manager Presentation

- Susan Fulcher gave an overview of her department and her vision for future programs and community involvement.
- The organizers of I Brother II Another thanked the Board and library for supporting them and briefly explained their mission on what they do and what their goals are for the future.

VIII. Interim Director Report

- Interim Director Nikeda Webb reported on the building.
 - o The buildings thermostats and sensors needed replacing; some register to hot in certain areas and some register too cold in other areas.
 - o Get quotes for patio update; concrete, fence, etc.
 - o Two of the snow blowers are in need of replacing, at present they are inoperable.
- A meeting was scheduled for September 29th at 6:30 pm to meet with the space auditors. They will present an overview of the project, a breakdown of the tiers and costs for each.
- The Illinois Public Library Annual Report (IPLAR) has been completed and will be submitted by the end of September.
- Packets of information regarding the upcoming election for the two Board vacancies will be available at the front desk starting September 20. Guidelines and application procedures will be included in the packet.
- At present we have two quotes from consultants who will assist us with the Strategic Plan.
- The Fan Fest was well received and the staff will be looking forward to the next major event program; Winter Welcome.

Thom Webb, Assistant Director

- Looking into obtaining information on the electric vehicle charging stations. Have had conversations with other libraries concerning cost and how many stations would be advisable for our community.

VIII. President's Report

- Trustee Hunigan has appointed Trustee Brumfield to chair the Trustee Retreat to be held October 29 from 9-3 pm here at the library.
- Trustee Gillis reported that he had completed his audit of the Treasurer Reports and the Secretary Reports.

IX. New Business

- Trustee Coleman made a motion to approve Budget and Appropriations Ordinance 2022-2. Seconded by Trustee Brumfield. Roll call vote.

❖ Howard Hunigan-yes	❖ Harold Gillis-yes
❖ Donna Brumfield-yes	❖ Beverly Coleman-yes
❖ Temitope Babayode-yes	❖ Andrea Williams - yes
❖ Jonathan Currin - yes	

Motion carried.

X. Final Thoughts and Comments

- Trustee Coleman scheduled a Finance Committee meeting for September 21 at 6:30 pm.
- Interim Director Nikeda Webb scheduled a space audit meeting for September 29 at 6:30 pm.

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

The Board meeting adjourned at 8:45 pm.

Andrea Williams, Board Secretary

Lauretta Benford, Administrative Assistant