

Matteson Area Public Library District
Board of Trustees Regular Meeting Minutes
July 09, 2024 at 6:30 PM

1. Call to Order

Howard Hunigan called the meeting to order at 6:33pm

***Our Mission:** The library is an important community partner that disseminates knowledge for the benefit of society and provides **quality programs** and **services for all ages** thus bringing people together, fostering creativity, and encouraging lifelong learning.*

***Our Vision:** We strive to be a library that is integral to the lives of all residents, by providing an inviting center which offers a diverse spectrum of innovative services, materials, and programming to **enrich, transform, and empower** our community.*

ROLL CALL: Howard Hunigan, Beverly Coleman, Andrea Williams, Donna Brumfield, Angela Williams-Brummel arrived at 6:40pm, Temitope Babayode arrived at 7:00pm.

Absent: Jonathan Currin

Staff present: Director Nikeda Webb, Assistant Director Thomas Webb and Administrative Assistant Robin Covington.

2. Pledge of Allegiance

3. Opportunity for Public Comment - Mr. Sylvester Fulcher Matteson resident expressed concern with why was there a significant increase in Property Taxes regarding the Library percentage.

Howard Hunigan informed Mr. Sylvester Fulcher that this topic will be an item on the August Board meeting agenda to discuss the tax process and invited him to come.

4. Consent Agenda:

MOTION BY: Howard Hunigan

SECOND BY: Donna Brumfield

Roll call voted.

Howard Hunigan - Yes	Andrea Williams - Yes
Donna Brumfield - Yes	Beverly Coleman - Yes

Motion carried.

5. Items removed from the Consent Agenda - None

6. Consideration of Financial Reports and related Financial Concerns

6.1 Motion to approve June disbursements of **\$40,966.20** for operating invoices, and **\$142,400.50** for payroll related expenses, for a total disbursement of **\$183,366.70.**

6.2 Other

MOTION By: Beverly Coleman

SECOND BY: Andrea Williams

Discussion: Director Nikeda Webb gave the update, You will see charges from the Summer reading, Semmer landscaping. Hayes Mechanical, Versatile Srvcs and Otis Elevators were due to the power failure. She also reported that we are still receiving Cook County tax deposits to the Chase Bank account, she will continue to reach out to get this resolved. The finance committee will be meeting to look at our total budget and the appropriation ordinance because it has to be put in the newspaper.

Roll call voted.

Beverly Coleman - Yes	Andrea Williams - Yes
Angela Williams - Brummel - Yes	Donna Brumfield - Yes
Howard Hunigan - Yes	

Motion carried.

7. Studio GC Presentation - Scott and Craig gave a powerpoint presentation with the feedback from the last meeting and some wishlist items from previous conversations:

- Scope Diagram
- Exterior Canopy Design Options to indicate the Entry of the Library options One or Two
- Finish Selection
- Entry Design
- Help Desk Design options wood slat or a wall covering resistant fiberglass
- Strain Glass Design location options
- Mural should embrace the whole wall and wrap around
- Baffles talked about blocks of color
- Lighting in the Youth Service area he showed 14 inch size globes to add better lighting. He will provide a quote at the next meeting and will bring more options they are aware that this would be an add on to the initial project.
- Showed different color wallcovering pattern materials
- 3D Views
- History wall area
- Shadow art

Scott showed a different flooring option, this one is a light wood that will match the palette that was selected. He also showed a different option for the Help desk countertop.

Scott explained that today's meeting was to go thru the canopy and lighting these were concerns shared in previous meetings. So that's why you are just seeing this for the first time. They will also bring the cost estimates for each component. This will determine what direction to go in. In conclusion the next meet is scheduled for August 13, 2024 at 6:30pm.

Howard Hunigan suggested that we prioritize what we want to do first before concentrating on the outside. It could take away from things we want to do on the inside of the building.

8. Committee Updates/Upcoming meetings

- 8.1 Special Board Meetings—August 13, 2024 at 6:30 pm
- 8.2 Finance Meeting/Budget & Appropriation Ordinance—July 16, 2024 at 5:30 pm

9. Correspondence - None at this time

10. Next Month Meeting August (Possible Agenda Items)

- Review of Chapter 4 - Board Policy Manual will be rescheduled, Donna Brumfield will present Chapter 5 on August 20, 2024. Beverly Coleman will present at the September meeting.
- Annual Report- Highlights of the Year (Staff)
- The Financial Records of the District shall be reviewed at the end of the fiscal year
- Introduce and Table the Budget and Appropriation Ordinance

Howard Hunigan suggested that our August meeting we will have some discussion about taxes and he will also bring some history in case people have questions.

11. Adjournment: MOTION BY: Donna Brumfield SECOND BY: Tem Babayode

Ayes 6. Nays 0. Motion Carried.

The Board Meeting adjourned at 8:34pm.

Andrea Williams, Board Secretary

Robin Covington, Administrative Assistant