

## **CPPL Regular Board Meeting**

### **Minutes**

**March 16th, 2022**

**6:20pm**

#### **Call to ORDER**

**Roll Call:** President Monique Washington, Trustee Elizabeth Washington, Trustee Linda Caldwell, Trustee John Jor'Dan

**Absent at Roll Call:** Trustee Jarice Shaw

**Staff:** Katrina Harris, Library Director

#### **Approve February 16th Regular Board Minutes**

**Motion:** President M. Washington, 2nd Trustee Caldwell

**Roll Call:** President Monique Washington, Trustee Elizabeth Washington, Trustee Linda Caldwell, Trustee James Jor'Dan

#### **Director's Report**

Director Harris Submitted 3 Accountant Proposals. The board chose William Lau LTD to begin on New Fiscal Year May 1st, 2022.

**Motion was Made by President M. Washington and 2nd by Trustee Jor'Dan to hire William Lau LTD as the library's new Accountants. Roll Call:** President Monique Washington, Trustee Elizabeth Washington, Trustee Linda Caldwell, Trustee John Jor'Dan **Absent at Roll Call:** Trustee Jarice Shaw

Director Harris submitted the AgeOPT grant information to the board.

Director Harris hired a new Part time employee Estefani Estrada. Director Harris will talk more on the Air Quality Test and Roof in the April Regular Board Meeting. Director Harris introduced the new 2022-2023 Budget. The Board approved the 2022-2023 Budget.

#### **Treasurer's Report**

There were no questions on the treasurer's

**MOTION by President M. Washington was made and 2nd by Trustee E. Washington to approve March Bills Paid Roll Call:** President Monique Washington, Trustee Elizabeth Washington, Trustee Linda Caldwell, Trustee John Jor'Dan **Absent at Roll Call:** Trustee Jarice Shaw

#### **President's Report**

President M. Washington talked briefly on the Chapter 1 Trustee Fact Files. President M. Washington reported that she did send a certified letter to the

Mayor about the library PPRT owed. President M. Washington stated that if she did not get a response by May 31st., that she would hand over the documentation to our attorney's to handle further correspondence with the Village. President Washington requested Director Harris look into finding the Library a new Bank for the next April Meeting.

### **The Building and Grounds Committee**

Trustee Caldwell talked on the submitted a revised Electricians Proposal, an additional cost of \$75 would be added to the original invoice to install the Knox firebox. Trustee Caldwell has informed the board that Silky Windows would no longer do the cleaning outside of the building due to lack of staff and also the window cleaning would increase from \$50 to \$60. The board requested that the Director find someone to continue the outside cleaning and landscaping. President M. Washington also asked about holding a spring gardening program and planting Hostiles.

### **Public Engagement/Marketing Committee**

Trustee E. Washington spoke briefly on getting the library flyers out at an April 1st event that she would be attending.

### **Fundraising Committees: NO REPORT**

**HR Committee: No Report Finance Committee: NO REPORT**

**Vision Goal Setting Committee: No REPORT Investment Committee:NO REPORT**

### **Unfinished Business:**

B. Errors and Omission Insurance Tabled until further notice

### **New Business: a. Budget**

The Board approved the 2022-2023 Budget a **Motion was made by Trustee Jor'Dan and 2nd by Trustee Caldwell with Corrections and Amendments. Roll Call:** President Monique Washington, Trustee Elizabeth Washington, Trustee Linda Caldwell, Trustee John Jor'Dan  
**Absent at Roll Call:** Trustee Jarice Shaw

### **Public Comments: No Comments**

**Adjourned at 7:35pm Motion by Trustee Caldwell and 2nd by Trustee E. Washington**

**Respectfully Submitted by Katrina Harris**