

CPPL Regular Board Meeting

Minutes

October 19th, 2022

6:00pm

Call to ORDER

Roll Call: President Monique Washington, Trustee Elizabeth Washington, Trustee Linda Caldwell, Trustee John Jor'Dan, Trustee Nicole Sims, Trustee Jarice Shaw (Conference Call)

Staff: Katrina Harris, Library Director

Guest: None

Approve September 21st, 2022 Regular Minutes (Amended that Trustee Jordan submitted Investment List for the board's Review).

Motion: President M. Washington and 2nd Trustee E. Washington

Roll Call: President Monique Washington, Trustee Elizabeth Washington, Trustee Linda Caldwell, Trustee John Jor'Dan, Trustee Nicole Sims, Trustee Jarice Shaw (Conference Call)

Treasurer's Report

Business Checking \$26,124.01, Savings \$19,719.38, Illinois Funds \$36,516.32. Payroll for the month of September was \$9,557.58 and Bills paid for September was \$11,284.48.

MOTION Trustee E. Washington was made and 2nd by Trustee L.Caldwell to approve Treasurer's Report

Roll Call: President Monique Washington, Trustee Linda Caldwell, Trustee Linda Caldwell, Trustee John Jor'Dan, Trustee Nicole Sims, Trustee Jarice Shaw (Conference Call)

President's Report

President M. Washington announced that she would be stepping down as President of the Board of CPPL due to new employment and that she would no longer be able to attend any official meetings after November 1st.

President M. Washington's resignation would be effective December 31st, 2022.

President M. Washington spoke on her accomplishments as a Trustee and Board President (see attached).

President M. Washington said that the PPRT issue would need to be resolved with the Village.

Also the Board would need to elect new officers by December 2022.

President M. Washington asked Trustee Jarice Shaw if she would be retaining her board seat at the end of her term of December 2022. Trustee Shaw responded that she would no longer be able to renew her term due to job obligations.

Director's Report

The Director presented the board with some financial options if property taxes were not distributed before the end of the year. Options 1 and 2 were discussed as options and the board will meet again on Saturday, October 29th at 1pm to further discussion on those options.

CPPL Awarded another Age Option Grant for \$7500 for 2023. New Brochures were mailed out to board members.

Director Harris spoke on Meeting with the Deputy Superintendent and Media Librarian and mailing of welcoming letters for library cards. To save money postcards will be mailed out.

The library will need 2 Check Signer's due to the President leaving. Errors and Omission Insurance (Tabled) Copies of Two Quotes Provided and will be discussed in 2023.

Trustee Training will be tabled until the board can fill 3 empty board seats.

The Building and Grounds Committee (NO REPORT)

Public Engagement/Marketing Committee

Trustee E. Washington spoke on the Low Literacy Rates and Monies the school District has received so that they can work on improving those Scores, Trustee E. Washington spoke on the Brochures that Staff member Anatashia

Rivera worked on and that she no longer saw a need to have a Marketing Committee because the staff was doing a great job on the flyers and brochures.

Policy Making: Committee:

The second Revision on the policy would be sent to the Attorney for review and will be voted on at the next meeting.

VOCP Report: NO REPORT

Fundraising Committees: NO REPORT

Personnel Committee: NO REPORT

Finance Committee: Report Submitted as Treasurer's Report

Vision Goal Setting Committee: No REPORT

Investment Committee:NO REPORT

Unfinished Business:

- A. **Errors and Omission Quotes Submitted for 2023 Review**
- B. **Public Services Lead Position (Tabled)**

New Business:

- A. Check Signer will be done at the November 9th meeting
- B. Library Finances and Options Board members will meet on Saturday, October 29th to discuss further actions
- C. Trustee Training will be tabled until the board has found 3 additional members to fill vacated Seats.

CLOSED SESSION 7:55PM END AT 8:16PM

It was announced that Vice President Elizabeth Washington has resigned effective immediately.

Public Comments: NONE

Adjourned at 8:17pm

Respectfully Submitted by Katrina Harris