

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
MARCH 26, 2015
STAFF BREAK ROOM
401 STATE STREET, ALTON, ILLINOIS 62002**

1. Opening of Meeting

A. Call to order

Mr. Dan St. Peters, President, presided and called the meeting to order at 6:01 p.m.

B. Determination of a quorum

Members present:

Mr. Dan St. Peters	President
Mr. David Schmalbeck	Vice President
Ms. Karen McAtee	Treasurer
Mrs. Melissa Batchelor	Trustee
Mr. Kevin Chapel	Trustee
Ms. Mary Lou DeGrand Watson	Trustee

Member absent:

Mr. Kevin Botterbush	Secretary
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Others present:

Ms. Bernadette Duvernoy	Executive Director – THPLD
Ms. Sue Hardin	CFO / Asst. Dir. of HR – THPLD
Mrs. Lacy McDonald	Mgr-Genealogy & Local History - THLPD

C. Recognition of visitors to the meeting

Mr. St. Peters welcomed Mrs. McDonald to the meeting.

D. Approval of agenda and requested changes to consent items

A motion was made by Mrs. McAtee, seconded by Mrs. Batchelor, to approve the agenda. There were no changes to the consent items.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Absent
Chapel	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

2. Open forum

Mr. St. Peters acknowledged that no "Request to be Heard" forms had been submitted.

3. Approval of Consent items

A motion was made by Mrs. Batchelor, seconded by Mr. Schmalbeck, to approve the consent items as follows:

- A. Approval of the minutes of the regular meeting conducted on February 26, 2015
- B. Approval of the bill lists for the periods ending February 13, 2015 and February 27, 2015, payable on the same dates;
- C. Approval of the Financial Statements for the months ending February 28, 2015.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Absent
Chapel	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

4. Contract Approval

A motion was made by Mrs. Watson, seconded by Mrs. Batchelor, to approve the Service Agreement with Riverbender.com for additional onsite IT support.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Absent
Chapel	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

5. **Committees**

A. Board Policy Development
No meeting; no report

B. Building & Equipment
No meeting; No report.

C. Finance & Insurance
No meeting; no report.

D. Personnel
No meeting; No report.

E. Fund Raising
Ms. Duvernoy reported that the Trivia Night Sponsorship Letter will be going out within the next week or so. All the questions have been written. Silent auction items are being collected. Ms. Duvernoy reminded the board members of their commitment to donate at least one item to the auction. There will also be two iPads auctioned. As a reminder the event will be held at Marquette High School on July 25. Tony's Restaurant will take care of the bar, guests are invited to bring their own snacks. We will provide water, soda and popcorn. In addition, we have sold 596 cookbooks for a total gross sales of \$11,920.

Mr. Botterbush arrived at 6:10.

F. Long Range Plan
Dr. Chapel reported that the committee met and reviewed the current 2010-2015 plan, determining areas of concentration for the new plan. He anticipates that the committee will meet two more times to complete the new 2016-2021 Long Range Plan.

6. Nominating Committee

Mr. St. Peters appointed the following members to serve on the Nominating Committee to present a proposed slate of officers at the April 2015 board meeting:

Melissa Batchelor - Chairperson
Kevin Botterbush
David Schmalbeck

7. Director's Report

In addition to the written report previously submitted, Ms. Duvernoy also briefly touched on the following topics:

- "Stop Work" order on the Hudson building
- Staff Development Day -- April 10 at the Riverbender.com Community Center

8. General Discussion

Mr. St. Peters urged the trustees and staff to attend a reenactment of the Scott Bibb case (a ban on segregated schools in Alton in the 1870s). It will be held on April 20 in the Hatheway Cultural Center at LCCC.

9. Audio Tour

Lacy McDonald, Manager of the Genealogy & Local History Library, demonstrated the audio tour that will be available to patrons in the coming weeks in the Hayner Genealogy and Local History Library. The tour includes an instruction sheet on how to use the handsets, a brief introduction, Hayner library history, artwork, and displays.

10. Closed Minutes Review

A. A motion was made by Mrs. Watson, seconded by Mrs. McAtee, to approve entering closed session per 5 ILCS 120/2(c) (21) to discuss minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of minutes or semi-annual review of the minutes as mandated by Section 2.06.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
Chapel	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

- B. A motion was made by Mrs. Batchelor, seconded by Mrs. McAtee, to return to open session.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
Chapel	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

11. Closed Minutes Action

- A. A motion was made by Mrs. Watson, seconded by Mrs. Batchelor, to approve reclassifying specific closed minutes as open minutes.

A roll call vote was taken:

Batchelor	No
Botterbush	No
Chapel	No
McAtee	No
St. Peters	No
Schmalbeck	No
Watson	No

Motion failed.

- B. A motion was made by Mr. Schmalbeck, seconded by Mrs. McAtee, to approve destruction of specific tapes retained for 18 months or longer.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
Chapel	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

12. Closed session

A. A motion was made by Mrs. Watson, seconded by Mrs. McAtee, to approve entering closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees per 5 ILCS 120/2(c)(1).

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
Chapel	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

B. A motion was made by Mrs. McAtee, seconded by Mr. Schmalbeck, to approve returning to open session.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
Chapel	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

13. Adjournment

There being no further business, the meeting was adjourned at 7:45 p.m.

Approved by THPLD board action on _____.

Kevin Botterbush, Secretary