

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
SEPTEMBER 28, 2017
ADMINISTRATIVE OFFICES
401 STATE STREET, ALTON, ILLINOIS 62002**

1. Opening of Meeting

A. Call to order

Mr. Kevin Botterbush, President, presided and called the meeting to order at 6:00 p.m.

B. Determination of a quorum

Members present:

Mr. Kevin Botterbush	President
Mr. Peter Tassinari	Vice President
Dr. Melissa Batchelor	Secretary
Mrs. Karen McAtee	Treasurer
Mr. Dan St. Peters	Trustee
Ms. Kim Shoemaker	Trustee

Members Absent:

Mrs. Mary Lou DeGrand Watson	Trustee	Excused
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Others present:

Ms. Bernadette Duvernoy	Executive Director – THPLD
Ms. Sue Hardin	CFO / Asst. Dir. of HR – THPLD

C. Recognition of visitors to the meeting

There were no visitors in attendance.

D. Approval of agenda and requested changes to consent items

A motion was made by Mr. St. Peters, seconded by Dr. Batchelor, to approve the agenda. There were no changes to the consent items.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
McAtee	Yes
St. Peters	Yes
Shoemaker	Yes
Tassinari	Yes
Watson	Absent

Motion carried.

2. **Open forum**

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

3. **Approval of Consent items**

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

- A. Approval of the minutes of the Public Hearing conducted on August 31, 2017;
- B. Approval of the minutes of the regular meeting conducted on August 31, 2017;
- C. Approval of the bill lists for the periods ending August 11, 2017 and August 25, 2017 payable on the same dates;
- D. Approval of the Financial Statements for the months ending August 31, 2017, subject to audit.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
McAtee	Yes
St. Peters	Yes
Shoemaker	Yes
Tassinari	Yes
Watson	Absent

Motion carried.

4. **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

5. **Special Reserve Fund Ordinance**

A motion was made by Mr. St. Peters, seconded by Mrs. McAtee, to approve Special Reserve Fund Ordinance 17-6.

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A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
McAtee	Yes
St. Peters	Yes
Shoemaker	Yes
Tassinari	Yes
Watson	Absent

Motion carried.

6. **Director's Report**

In addition to her previously submitted written report, Ms. Duvernoy announced that the Downtown Library will close at 5 p.m. on Tuesday, October 31, for the annual Halloween Parade. The Alton Square Library will follow normal hours.

7. **General Discussion**

Ms. Duvernoy discussed her preliminary findings regarding the 2006 library services survey.

8. **Adjournment**

There being no further business, the meeting was adjourned at 6:12 p.m.

Approved by THPLD board action on October 26, 2017.



Melissa Batchelor, Secretary