

THE HAYNER PUBLIC LIBRARY DISTRICT  
TRUSTEE MEETING MINUTES  
JUNE 23, 2016  
MULTI-PURPOSE ROOM  
132 ALTON SQUARE, ALTON, ILLINOIS 62002

1. Opening of Meeting

A. Call to order

Mr. Kevin Botterbush, President, presided and called the meeting to order at 6:02 p.m.

B. Determination of a quorum

Members present:

Mr. Kevin Botterbush	President
Dr. Kevin Chapel	Vice President
Dr. Melissa Batchelor	Secretary
Mrs. Karen McAtee	Treasurer
Mr. Dan St. Peters	Trustee
Mr. Peter Tassinari	Trustee
Mrs. Mary Lou DeGrand Watson	Trustee

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 Mrs. McAtee, seconded by Mr. St. Peters, to approve the agenda. There were no changes to the consent items.

A roll call vote was taken:

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

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 Mr. St. Peters, seconded by Dr. Chapel, to approve the consent items as follows:

- A. Minutes of the regular meeting conducted on May 26, 2016;
- B. Bill lists for the periods ending May 6, 2016, and May 20, 2016, payable on the same dates;
- C. Financial Statements for months ending May 31, 2016;
- D. Resolution to transfer unexpended General Fund cash to the Audit Fund and to the Building & Equipment Fund;
- E. Resolution to transfer Working Cash interest earnings to the Building and Equipment Fund;
- F. Resolution of the Determination of Prevailing Wage Rates;
- G. Resolution of Investment Policy Compliance.

A roll call vote was taken:

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

Motion carried.

4. Committees

A. Board Policy Development

No meeting; no report.

B. Building & Equipment

No meeting; No report.

C. Finance & Insurance

Chairperson Mrs. McAtee reported that the committee met with the district insurance broker earlier this month. She asked Mrs. Duvernoy to present the proposal for the District Property and Liability Insurance, Workers Comp, and Treasurers' Bond policies, as well as the FY 2017 budget. A motion will be made later in the meeting to approve the budget as presented.

D. Personnel

No meeting; no report.

5. Director's Report

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

- Annual audit to be conducted beginning July 20, 2016;
- Continued negotiations among stakeholders in the Hudson Building;
- Three new printers/copiers are being installed this week;
- 3M Cloud Library replacing Overdrive as our e-reading platform.

6. General Discussion

There was no additional general discussion.

7. General Fund Budget

A motion was made by Mrs. Watson, seconded by Dr. Batchelor, to approve the FY 2017 General Fund budget as recommended by the Finance and Insurance Committee.

A roll call vote was taken:

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

Motion carried.

8. Insurance

A motion was made by Dr. Batchelor, seconded by Mrs. Watson, to approve casualty, liability and property insurances as recommended by the Finance and Insurance Committee.

A roll call vote was taken:

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

Motion carried.

9. Closed Session

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

A roll call vote was taken:

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

Motion carried.

The meeting entered closed session at 6:21 p.m.

B. A motion was made by Mrs. Watson, 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
Tassinari	Yes
Watson	Yes


Motion carried.

The meeting returned to open session at 6:27 p.m.

10. **Adjournment**

There being no further business, the meeting was adjourned at 6:27 p.m.

Approved by THPLD board action on July 28, 2016.

  
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Melissa Batchelor, Secretary