

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
NOVEMBER 19, 2015
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 6:00 p.m.

B. Determination of a quorum

Members present:

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

Members absent:

Mrs. Karen McAtee	Treasurer	Excused
Mr. Peter Tassinari	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 Mr. St. Peters, seconded by Dr. Chapel, 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	Absent
St. Peters	Yes
Tassinari	Absent
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 Mrs. Batchelor, seconded by Mrs. Watson, to approve the consent items as follows:

- A. Minutes of the regular meeting conducted on October 22, 2015;
- B. Bill lists for the periods ending October 9, 2015, and October 23, 2015, payable on the same dates;
- C. Financial Statements for months ending October 31, 2015.

A roll call vote was taken:

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

Motion carried.

4. Committees

- A. Board Policy Development
No meeting; no report

B. Building & Equipment
No meeting; No report

Trustee Peter Tassinari arrived at 6:03 p.m.

C. Finance & Insurance
No meeting; no report.

D. Personnel
No meeting; no report

E. Fund Raising
No meeting; no report

F. Long Range Plan
No meeting; no report.

5. **Director's Report**

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

- Survey of the Hudson Building by Chubb (our insurance carrier);
- Refurbished temporary book drop for Downtown library;
- Hull Properties meeting regarding performance space lease agreement;
- Ms. Duvernoy vacation Nov. 24-27;
- Downtown Library security system;
- Optical scanners & app for cell phones to carry library card;
- No December Trustee meeting.

6. **General Discussion**

Ms. Duvernoy wished the Trustees a Happy Thanksgiving and Merry Christmas!

7. **Adjournment**

There being no further business, the meeting was adjourned at 6:16 p.m.

Approved by THPLD board action on _____.

Melissa Batchelor, Secretary