

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
OCTOBER 27, 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 6:00 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

Members absent:

None

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

- A. Approval of the minutes of the regular meeting conducted on September 22, 2016;
- B. Approval of the bill lists for the periods ending September 9, 2016 and September 23, 2016, payable on the same dates;
- C. Financial Statements for the months ending June 30, 2016 (following auditors' adjustments), August 31, 2016, and September 30, 2016.

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
No meeting; No report

D. Personnel
No meeting; no report

5. **Policy Ordinances**

A motion was made by Mr. St. Peters, seconded by Mrs. Watson, to approve the following Policy Ordinances for FY 2017:

- 16-8 Behavior Policy
- 16-9 Collection Development Policy
- 16-10 Disaster Preparedness Policy
- 16-11 Electronic Resources Acceptable Use Policy
- 16-12 Genealogy & Local History Policy
- 16-13 Interlibrary Loan Policy
- 16-14 Investment Policy
- 16-15 Operations Policy
- 16-16 Volunteer Policy
- 16-17 Personnel Policy
- 16-19 Sex Offender Policy

A roll call vote was taken:

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

Motion carried.

6. **Resolution**

A motion was made by Mrs. Watson, seconded by Dr. Batchelor to approve a resolution providing the sale of non resident cards for fiscal year 2017.

A roll call vote was taken:

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

Motion carried.

7. **Director's Report**

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

- Status of Hudson Building;
- Status of Downtown library roof replacement project;
- New circulations policies for DVDs and magazines;
- Retirement of Kate Rose, administrative assistant.

8. **General Discussion**

There was no additional general discussion.

9. **Closed Minutes Review**

A. A motion was made by Mrs. Watson, seconded by Mrs. McAtee, to Motion 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
Tassinari	Yes
Watson	Yes

Motion carried.

The meeting entered closed session at 6:18 p.m.

B. A motion was made by Mrs. Watson, seconded by Dr. Chapel, 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 6:19 p.m.

10. Closed Minutes

A motion was made by Mr. St. Peters, seconded by Dr. Chapel, to reclassify specific closed minutes as open minutes and to approve destruction of specific tapes retained for 18 months or longer.

A roll call vote was taken:

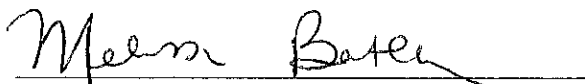
Batchelor	Yes
Botterbush	Yes
Chapel	Yes
McAtee	Yes
St. Peters	Yes
Tassinari	Yes
Watson	Yes

Motion carried.

11. Adjournment

There being no further business, the meeting was adjourned at 6:21 p.m.

Approved by THPLD board action on November 17, 2016.


Melissa Batchelor, Secretary