

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
SEPTEMBER 22, 2016
MULTI-PURPOSE ROOM
132 ALTON SQUARE, ALTON, ILLINOIS 62002**

1. Opening of Meeting

A. Call to order

Dr. Kevin Chapel, Vice- President, presided and called the meeting to order at 6:00 p.m.

B. Determination of a quorum

Members present:

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:

Mr. Kevin Botterbush	President	Excused
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Others present:

Ms. Bernadette Duvernoy	Executive Director – THPLD
Ms. Sue Hardin	CFO / Asst. Dir. of HR – THPLD
Mr. Josh Andres	CPA - Scheffel Boyle
Mr. Steve Pembrook	CPA - Scheffel Boyle

C. Recognition of visitors to the meeting

Dr. Chapel welcomed Mr. Andres and Mr. Pembrook to the meeting.

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

Motion carried.

2. **Open forum**

Dr. Chapel 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 Mrs. Watson, to approve the consent items as follows:

- A. Minutes of the regular meeting conducted on August 25, 2016;
- B. Bill lists for the periods ending August 12, 2016 and August 26, 2016, payable on the same dates.

A roll call vote was taken:

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

Motion carried.

4. **Audit Presentation**

Mr. Andres and Mr. Pembroke presented the results of the annual audit and summarized their findings for the trustees. They reported an unqualified, clean opinion of the District's financial statements. They thanked the staff for their preparation and cooperation through the audit process.

Mr. Andres and Mr. Pembroke left the meeting at 6:14 p.m.

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

6. **Appropriation Ordinances**

A motion was made by Mrs. Watson, seconded by Mrs. McAtee, to approve the following Appropriation Ordinances:

- 16-2 Audit Fund
- 16-3 Building and Equipment Fund
- 16-4 General Fund
- 16-5 Illinois Municipal Retirement Fund
- 16-6 Insurance Fund
- 16-7 Social Security Fund

A roll call vote was taken:

Batchelor	Yes
Botterbush	Absent
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:

- Circulation dates of petitions for trustees up for reelection;
- Slight delays in E-Rate funding program for new technology;
- Router project can proceed now with funds already received in FY 2016;
- Application for Ameren grant for non-profit hardship credit.

8. General Discussion

There was no additional general discussion.

9. Adjournment

There being no further business, the meeting was adjourned at 6:25 p.m.

Approved by THPLD board action on October 27, 2016.



Melissa Batchelor, Secretary