

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
OCTOBER 20, 2011
MULTI-PURPOSE ROOM
132 ALTON SQUARE, ALTON, ILLINOIS 62002**

I. Opening of Meeting

A. Call to order

Mr. Dan St. Peters, President, presided and called the meeting to order at 6:00 p.m.

B. Determination of a quorum

Members present:

Mr. Dan St. Peters	President
Mr. David Schmalbeck	Vice-President
Mrs. Mary DeGrand-Watson	Secretary
Mrs. Karen McAtee	Treasurer
Dr. Kevin Chapel	Trustee
Mr. Rick Lauschke	Trustee

Members Absent:

Mr. Kevin Botterbush	Trustee	Excused
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Others present:

Mr. Jeffrey Owen	Executive Director
Mr. C. Dana Eastman	HPLD Attorney
Ms. Sue Hardin	Assistant Director Business Operations/HR

C. Recognition of visitors to the meeting

There were no visitors in attendance.

D. Approval of agenda

A motion was made by Mr. Lauschke, seconded by Mrs. McAtee, to:
Approve the agenda and requested change to consent items.

A roll call vote was taken:

Botterbush	Absent
Chapel	Yes
Lauschke	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

II. Open forum

Mr. St. Peters acknowledged that no "Request to be Heard" forms had been submitted,

III. Approval of Agenda and Consent items

A motion was made by Mrs. Watson, seconded by Dr. Chapel, to:

Approve the agenda and consent items as follows:

- A. Approval of the minutes of the public hearing conducted on September 15, 2011;
- B. Approval of the minutes of the regular meeting conducted on September 15, 2011;
- C. Approval of the minutes of the closed session conducted during the September 15, 2011 meeting
- D. Approval of the bill lists for the periods ending September 2, 2011, September 16, 2011 and September 30, 2011 payable on the same dates;

A roll call vote was taken:

Botterbush	Absent
Chapel	Yes
Lauschke	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

IV. Committees

A. Board Policy Development

Mr. Schmalbeck reported that the committee met on September 26 and made some minor changes to the Policy Manual. The committee will meet again on Monday, October 24. They expect to present their proposed changes at the November board meeting.

B. Building & Equipment

The committee did not meet and there is no report.

C. Finance & Insurance

Mrs. McAtee reported that the committee met with Jim Bridwell to discuss the investment portfolio of the Hayner Public Library District. The committee will meet prior to the November board meeting to discuss the Executive Director evaluation.

D. Personnel

The committee did not meet and there is no report.

V. Director's Report

Mr. Owen reported on the following topics:

- Downtown library closing at 5:00 p.m. on Monday, October 31 because of the Halloween Parade;
- No staff Christmas party this year; instead there will be a potluck luncheon;
- 2010 Census numbers down by about 8,800 as it relates to the per capita grant.

XI. General Discussion

No additional topics were discussed.

VII. Adjournment

There being no further business, Mrs. Watson moved that the meeting be adjourned at 6:15 p.m.

Approved by HPLD Board Action on _____.

Mary DeGrand Watson, Secretary