

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
MARCH 17, 2011
MULTI-PURPOSE ROOM
132 ALTON SQUARE, ALTON, ILLINOIS 62002**

I. Opening of Meeting

A. Call to order

Mr. Rick Lauschke, President, presided and called the meeting to order at 6:00 p.m.

B. Determination of a quorum

Members present:

Mr. Rick Lauschke	President
Mrs. Mary DeGrand-Watson	Secretary
Mr. Kevin Botterbush	Trustee
Mr. David Schmalbeck	Trustee

Members Absent:

Mr. Dan St. Peters	Vice-President	Excused
Dr. Kevin Chapel	Treasurer	Excused
Mrs. Karen McAtee	Trustee	Unexcused

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

No guests were present.

II. Open forum

Mr. Lauschke announced that no "Requests to be Heard" forms had been submitted.

III. Approval of Agenda and Consent items

Mr. Lauschke recommended removing approval of minutes from the February 16, 2011 closed session from the list of consent items. A motion was made by Mr. Schmalbeck, seconded by Mrs. Watson, to:

Approve the agenda and consent items *as amended* as follows:

- A. Approval of the minutes of the regular meeting conducted on February 16, 2011;
- B. Approval of the bill lists for the periods ending February 11, 2011 and February 25, 2011 payable on the same dates;
- C. Financial Statements for months ending January 31, 2011 and for months ending February 28, 2011.

A roll call vote was taken:

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

Motion carried.

IV. Committees

A. Board Policy Development

The committee did not meet and there is no report.

B. Building & Equipment

The committee did not meet and there is no report.

C. Finance & Insurance

The committee did not meet and there is no report.

D. Fundraising

The committee did not meet, but Mr. Botterbush stated that a meeting will be called in the near future.

E. Personnel

Mrs. Watson reported that the committee met for the purpose of discussing the Executive Director's evaluation.

V. Board Policies

Mr. Botterbush made a motion to approve the following board policy sections, seconded by Mr. Schmalbeck:

1. Chapter 10, *Board Member Job Description*
2. Amendment to Chapter 2 to include a section titled **Board Member Service Recognition**

A roll call vote was taken:

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

Motion carried.

VI. Director's Report

Mr. Owen provided an update on the Hayner building. Six tables have been ordered to replace the defective tables that are being returned to the manufacturer. The lighting matters may have been resolved; one housing unit was replaced with a different type and already there is significant improvement. Signage and file units are on order. Mrs. Lamere and Mrs. Homan are working on the display cases. In other matters, Mr. Elson, Alton School Superintendent, advised Mr. Owen that the Charter School has been placed on hold due to economic restrictions. The school district does not have funds to pay the tuition of the students. The library system merger is moving forward and will become effective July 1, 2011. The new system will be known as the Illinois Heartland Library System. Representatives from each of the systems are working together to ensure a smooth transition. Effects of the merger include fewer delivery days (decreased from 5 days to 4) and hopefully, reduced fees. The Jennie D. Hayner Association approved all requests for funding but the check presented did not match the funds requested. Mr. Owen will ask about the discrepancy. Sue McConnell's mother died last week and a plant was sent on behalf of the library staff and board of trustees.

VII. General Discussion

No additional topics were discussed.

VIII. Nominating Committee

Mr. St. Peters, Mr. Schmalbeck, and Mrs. McAtee will comprise the Nominating Committee and will determine a slate of officers to be presented at the April 2011 board meeting.

IX. Closed Session

Mr. Schmalbeck made a motion to approve entering closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees or legal counsel for the District per 5 ILCS 120/2(c); seconded by Mr. Botterbush.

A roll call vote was taken:

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

Motion carried.

The meeting was moved to closed session at 6:18 p.m.

A motion was made by Mrs. Watson and seconded by Mr. Botterbush, to return to open session at 6:22 p.m.

A roll call vote was taken:

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

Motion carried.

X. Adjournment

There being no further business, Mrs. Watson moved that the meeting be adjourned at 6:23 p.m.

Approved by HPLD Board Action on _____.

Mary DeGrand Watson, Secretary