

THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
JUNE 27, 2013
MULTI-PURPOSE ROOM
132 ALTON SQUARE, ALTON, ILLINOIS 62002

1. Opening of Meeting

A. Call to order

Mr. David Schmalbeck, Vice - President, presided and called the meeting to order at 6:00 p.m.

B. Determination of a quorum

Members present:

Mr. David Schmalbeck	Vice-President
Mr. Kevin Botterbush	Secretary
Mrs. Karen McAtee	Treasurer
Mrs. Melissa Batchelor	Trustee
Dr. Kevin Chapel	Trustee
Mrs. Mary DeGrand-Watson	Trustee

Members Absent:

Mr. Dan St. Peters	President
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Others present:

Ms. Bernadette Duvernoy	Interim Executive Director - THPLD
Ms. Sue Hardin	Asst. Director – THPLD Bus. Operations / HR
Mrs. Cathie Lamere	Mgr – THPLD Genealogy & Local History
Mrs. Jane Lewis	Lewis Insurers
Ms. Linda Weller	The Telegraph

C. Recognition of visitors to the meeting

Mr. Schmalbeck introduced and welcomed the guests.

D. Approval of agenda and requested changes to consent items

A motion was made by Mrs. McAtee, seconded by Dr. Chapel, to approve the agenda. There were no requested changes to consent items.

A roll call vote was taken:

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

Motion carried.

2. Open forum

Mr. Schmalbeck acknowledged that no "Request to be Heard" forms had been submitted.

3. Approval of Consent items

A motion was made by Mrs. Watson, seconded by Mrs. Batchelor, to approve the consent items as follows:

- A. Approval of the minutes of the regular meeting conducted on May 23, 2013;
- B. Approval of the bill lists for the periods ending May 10, 2013, and May 24, 2013, payable on the same dates;
- C. Financial Statements for the months ending May 31, 2013;
- D. Resolution to transfer unexpended General Fund cash to the Insurance Fund and to the Building and Equipment Fund;
- E. Resolution to transfer Working Cash interest earnings to Building and Equipment Fund;
- F. Resolution of the Determination of Prevailing Wage Rates;
- G. Resolution of Investment Policy Compliance

A roll call vote was taken:

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

Motion carried.

4. Committees

A. Board Policy Development

No meeting; no report.

B. Building & Equipment

Dr. Chapel reported that the committee met on Monday, June 3. Minutes of the meeting are posted on the board website. Topics of discussion included the mall lease and improvements to the downtown library, specifically flooring. Additional flooring bids will be requested for the book drop and staff rooms at the Alton Square library.

C. Finance & Insurance

Mrs. McAtee reported that the committee met on Monday, June 24. Minutes of this meeting are also posted on the board website. The main purpose of the meeting was to review the proposed general fund budget. The main challenges in the coming year are substantial increases in health insurance costs and declining revenue from tax dollars. The committee accepted the budget as proposed by Ms. Duvernoy.

D. Personnel

Mrs. Watson reported that the committee met on Monday, June 17. Minutes of this meeting can be found on the board website. The committee reviewed the procedures outlined in the policy manual to initiate a search for a new Executive Director. Additional topics related to the job search will be discussed in closed session.

5. Hudson Building

Ms. Duvernoy distributed copies of a signed sales agreement as prepared by our attorney, C. Dana Eastman. A motion was made by Mrs. McAtee, seconded by Mrs. Watson, to approve the sales agreement to sell library property located at 314-16 Belle Street, more commonly known as the Hudson Building.

A roll call vote was taken:

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

Motion carried.

6. Director's Report

In addition to the written report submitted previously, Ms. Duvernoy acknowledged receipt of a new book in our collection entitled, "Poetry on their Terms." What makes

this book especially significant is that it features a poem written by seventh-grade student Kathleen Botterbush, daughter of Secretary Kevin Botterbush. Ms. Duvernoy also read a thank-you note from Carolyn Stine, a member of the Old Friends New Book Club, complimenting the Library on all the wonderful services provided by our library district.

7. General Discussion

There was discussion regarding the need for a special board meeting in July. This will be necessary in order to set the date of the Public Hearing, which will be Thursday, August 22, 2013. The special meeting on July 18 will be held at 6:00 p.m. in the Multi-Purpose Room at Alton Square.

8. General Fund Budget

Ms. Duvernoy distributed the proposed FY2014 General Fund budget as approved by the Finance and Insurance Committee. This was provided as information for the board in preparation for the appropriation and levy process.

9. Health Insurance

Mrs. Jane Lewis, of Lewis Insurers, presented health insurance options for The Hayner Public Library District in FY 2014. Mrs. Lewis distributed a plan comparison between our current carrier, Blue Cross/Blue Shield, which proposed a 38% rate increase; and United Healthcare, which offered similar coverage at a 22% increase. Mrs. Lewis explained the challenges of the Affordable Care Act that will go into effect in 2014.

10. Closed Session

A motion was made by Mrs. Watson, seconded by Dr. Chapel, to approve entering closed session per 5 ILCS 120/2(c)(1) to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

A roll call vote was taken:

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

Motion carried. The meeting entered closed session at 6:25 p.m.

A. A motion was made by Mrs. Watson, seconded by Mrs. Batchelor, to approve returning to open session.

A roll call vote was taken:

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

Motion carried. The meeting returned to open session at 7:00 p.m.

11. Adjournment

There being no further business, the meeting was adjourned at 7:00 p.m.

Approved by HPLD board action on July 25, 2013.



Kevin Botterbush, Secretary