

THE HAYNER PUBLIC LIBRARY DISTRICT  
TRUSTEE MEETING MINUTES  
JULY 25, 2013  
MULTI-PURPOSE ROOM  
132 ALTON SQUARE, ALTON, ILLINOIS 62002

1. Opening of Meeting

A. Call to order

Mr. Dan St. Peters, President, presided and called the meeting to order at 6:01 p.m.

B. Determination of a quorum

Members present:

Mr. Dan St. Peters	President
Mr. David Schmalbeck	Vice-President
Mrs. Melissa Batchelor	Trustee
Dr. Kevin Chapel	Trustee

Members Absent:

Mr. Kevin Botterbush	Secretary	(On his way—will be late)
Mrs. Karen McAtee	Trustee	Excused
Mrs. Mary Lou Degrand Watson	Trustee	Excused

Others present:

Ms. Bernadette Duvernoy	Interim Executive Director - THPLD
Ms. Sue Hardin	Asst. Director – THPLD Bus. Operations / HR

C. Recognition of visitors to the meeting

There were no visitors present.

D. Approval of agenda and requested changes to consent items

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

A roll call vote was taken:

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

Motion carried.

2. **Open forum**

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

3. **Approval of Consent items**

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

- A. Approval of the minutes of the regular meeting conducted on June 27, 2013;
- B. Approval of the minutes of the closed session conducted on June 27, 2013;
- C. Approval of the bills lists for the periods ending June 7, 2013 and June 21, 2013, payable on the same date;
- D. Approval of the Financial Statements for the months ending June 30, 2013 subject to audit

A roll call vote was taken:

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

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

There was a meeting held on July 15, 2013. This discussion was held over pending the arrival of Mr. Botterbush.

5. Resolution

- A. A motion was made by Mr. Schmalbeck, seconded by Dr. Chapel, to approve the resolution to transfer \$5000 from the General Fund to the Audit Fund.

A roll call vote was taken:

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

Motion carried.

6. Director's Report

*Mr. Botterbush arrived at 6:05 p.m. The Personnel Committee report will be discussed in closed session.*

In addition to the written report submitted previously, Ms. Duvernoy reported that on July 24, 2013 she received the final bid from UnitedHealthcare for employee health care coverage. The yearly cost for insurance coverage provide by United Health Care would be \$320,914, a 22% increase over the previous year coverage under Blue Cross/ Blue Shield. This equates to a \$26,742 payment per month, at a cost of \$891 per month per employee. The employee contribution of 7% raises the employees' cost from \$23.63 per month to \$28.80 per month, a \$5.17 increase per pay period. Ms. Duvernoy felt the staff would find this increase acceptable. Ms. Duvernoy also reported that Robert Morrissey has almost completed his appraisal of the library's art collection. Two paintings have been identified of extremely high value. Ms. Duvernoy reported that the library has received three bids to re-carpet the downtown library. The bids were entered by Roloff Decorating, TK Carpet Gallery and Bucks Decorating. Roloff had the lowest bid at \$18,500.

7. General Discussion

There was no general discussion.

8. Insurance

A motion was made by Dr. Chapel, seconded by Mr. Botterbush to approve:

- A. Health insurance renewal as recommended by the Finance & Insurance Committee
- B. Dental insurance renewal as recommended by the Finance & Insurance Committee
- C. Casualty, liability and property insurances as recommended by the Finance & Insurance Committee

A roll call vote was taken:

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

9. Closed Session

A motion was made by Mr. Schmalbeck, seconded by Mrs. Batchelor, 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	Absent
St. Peters	Yes
Schmalbeck	Yes
Watson	Absent

Motion carried. The meeting entered closed session at 6:11 p.m.

- A. A motion was made by Mrs. Batchelor, seconded by Mr. Schmalbeck, to approve returning to open session.

A roll call vote was taken:


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

Motion carried. The meeting returned to open session at 6:23 p.m.

10. **Adjournment**

There being no further business, the meeting was adjourned at 6:24 p.m.

Approved by HPLD board action on August 22, 2013.

  
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Kevin Botterbush, Secretary