

THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
AUGUST 22, 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 6:00 p.m.

B. Determination of a quorum

Members present:

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

Others present:

Ms. Bernadette Duvernoy	Interim Executive Director - THPLD
Ms. Sue Hardin	CFO & Asst Dir - HR – THPLD
Mr. C. Dana Eastman	THPLD Attorney

C. Recognition of visitors to the meeting

Mr. St. Peters welcomed Mr. Frank Dwyer.

D. Approval of agenda and requested changes to consent items

A motion was made by Mrs. Watson, seconded by Mr. Botterbush, 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	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

2. **Open forum**

Mr. St. Peters introduced Mr. Frank Dwyer, from Riverbender Community Center. Mr. Dwyer reminded the Trustees that John and Dawn Hentrich bought the Center three years ago. Since that time they have continued to upgrade the building and its services, including a card security system. They are looking forward to another good year partnering with the Library District.

3. **Approval of Consent items**

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

- A. Approval of the minutes of the regular meeting conducted on July 25, 2013;
- B. Approval of the minutes of the closed session conducted on July 25, 2013;
- C. Approval of the bills lists for the periods ending July 5, 2013 and July 19, 2013, payable on the same dates;

A roll call vote was taken:

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

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
No meeting; no report

5. Closed Minutes Review

- A. A motion was made by Mrs. Watson, seconded by Mrs. Batchelor, to approve entering closed session per 5 ILCS 120/2(c) (21) to discuss minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of minutes or semi-annual review of the minutes as mandated by Section 2.06.

A roll call vote was taken:

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

Motion carried. The meeting entered closed session at 6:04 p.m.

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

A roll call vote was taken:

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

Motion carried. The meeting returned to open session at 6:08 p.m.

6. Closed Minutes

A. A motion was made by Mrs. Watson, seconded by Dr. Chapel to approve reclassifying specific closed minutes as open minutes and to approve destruction of specific tapes retained for 18 months or longer. This would include the tapes related to meetings from March 2011 through February 2012.

A roll call vote was taken:

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

Motion carried.

7. Appropriation Ordinances

A motion was made by Mr. Botterbush, seconded by Mrs. Batchelor, to approve the following appropriation ordinances:

- 13-2 Audit Fund
- 13-3 Building & Equipment Fund
- 13-4 General Fund
- 13-5 Illinois Municipal Retirement Fund
- 13-6 Insurance Fund
- 13-7 Social Security Fund

A roll call vote was taken:

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

Motion carried.

8. Per Capita Grant

Ms. Duvernoy reviewed with the Board of Trustees, Chapter 10, "Marketing, Promotion and Collaboration" of *Serving our Public 2.0: Standards for Illinois Public Libraries, 2009*. This chapter is well supported throughout The Hayner Public Library District's 5-year Strategic Plan. One part of that plan is Outreach, which includes our collaborations with local organizations like SCORE, the Riverbender Community Center, Impact, LLC, Senior Services Plus and the LCCC Adult Literacy Program. We have offered free programs on topics such as the Affordable Care Act and retirement planning. We utilize the major social media formats such as Facebook, Twitter and Pinterest and also include a history blog. The Board continued discussion of the SWOT analysis by starting with the most obvious THREAT, which is decreasing revenue due mainly to a decreasing tax base. There is an OPPORTUNITY to explore fundraising, which is something the Library District has not really done in the past. Our WEAKNESS is our inexperience in having to raise funds, but our greatest STRENGTHS are our staff and Board, who have excellent skills, creativity, enthusiasm and knowledge to accomplish the tasks at hand.

9. Downtown Library Re-carpet

A motion was made by Mr. Botterbush, seconded by Mr. Schmalbeck, to approve closing the downtown library for a period of ten to fourteen days at the director's discretion to facilitate carpet replacement.

A roll call vote was taken:

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

Motion carried.

10. Director's Report

In addition to the written report submitted previously, Ms. Duvernoy reported that she may ask the board to reconsider the issuance of non-resident cards at a future board meeting. There has been an increase in the number of requests for the cards in recent months and it is anticipated that the demand will increase. This topic will likely appear as an agenda item in the coming months. Also, the Illinois Public Library Annual Report (IPLAR) has been completed and will be submitted tomorrow.

11. General Discussion

There was no additional general discussion.

12. Closed Session

- A. A motion was made by Mrs. McAtee, seconded by Mr. Botterbush 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)(1).

A roll call vote was taken:

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

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

- B. A motion was made by Dr. Chapel, seconded by Mrs. Batchelor, to return to open session.

A roll call vote was taken:

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

Motion carried. The meeting returned to open session at 6:40 p.m.

13. Appointment of Executive Director

A motion was made by Mr. Botterbush, seconded by Mrs. McAtee, to approve the appointment of Ms. Bernadette Duvernoy as Executive Director of The Hayner Public Library District.

A roll call vote was taken:

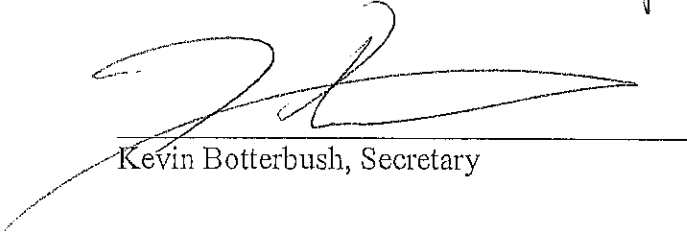
Batchelor	Yes
Botterbush	Yes
Chapel	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

14. **Adjournment**

There being no further business, the meeting was adjourned at 6:42 p.m.

Approved by HPLD board action on September 26, 2013



Kevin Botterbush, Secretary