

THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
June 26, 2014
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
Mrs. Karen McAtee	Treasurer
Mrs. Melissa Batchelor	Trustee
Ms. Mary Lou DeGrand Watson	Trustee

Member absent:

Mr. Kevin Botterbush	Secretary	
Mr. Kevin Chapel	Trustee	Excused

Others present:

Ms. Bernadette Duvernoy	Executive Director – THPLD
Ms. Sue Hardin	CFO / Asst. Dir. of HR - THPLD

C. Recognition of visitors to the meeting

There were no visitors in attendance.

D. Approval of agenda and requested changes to consent items

A motion was made by Mr. Schmalbeck, seconded by Mrs. McAtee, to approve the agenda. The following item was changed under 3D of the consent items: Resolution to transfer unexpended General Fund cash to the **Audit** Fund and to the Building and Equipment Fund.

A roll call vote was taken:

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

Motion carried.

2. **Open forum**

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

Mr. Botterbush arrived at 6:04 p.m.

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 22, 2014
- B. Approval of the bill lists for the periods ending May 9, 2014 and May 23, 2014, payable on the same dates;
- C. Approval of the Financial Statements for the months ending May 31, 2014;
- D. Resolution to transfer unexpended General Cash to the Audit Fund and to the Building & Equipment Fund (as changed under Item 1D);
- E. Resolution to transfer Working Cash interest earnings to Building & 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	Absent
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

The Finance & Insurance Committee has approved a budget for FY 2015. They have also reviewed health and dental insurance policies as well as casualty, liability and property insurance policies. They will present their recommendations for approval later in the meeting.

D. Personnel

No meeting; no report

5. Resolution to appeal Property Tax Objection

A motion was made by Mrs. McAtee, seconded by Ms. Watson to request intervention in appeal proceeding and authorization to appoint Steve Mottaz to take action on behalf of The Hayner Public Library District

A roll call vote was taken:

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

Motion carried.

6. Director's Report

In addition to the written report submitted previously, Ms. Duvernoy also briefly touched on the following topics:

- *Air conditioning issues in three library spaces:* the performance room at the mall, which has been repaired, the server room at the mall, which is being replaced, and the KidsSpace / reading room in the Downtown library, which has been repaired;
- *The new website development;* should be implemented within 30-45 days;
- *A FOIA request from Adam Andrzejewski, requesting records from 2008-2013:* The Director has complied with the request, following the instructions provided by counsels Mottaz and Eastman;

- *Power Outage:* Significant outage downtown Saturday hit all servers and left us without computer availability on Sunday and Monday; we recorded all transactions manually;
- *Mr. Eastman's dinner* will be held on July 31;
- *Metro East Libraries:* Hayner hosted a meeting yesterday;
- *Our annual audit* will be conducted the week of July 21;
- *Summer Reading Program:* Over 200 children are registered.

7. **General Discussion**

Last month there was some discussion about the mall lease. Mr. St, Peters asked Ms. Duvernoy to schedule a meeting with mall management, Ms. Duvernoy and two trustees to discuss the options of that lease.

8. **General Fund Budget**

A motion was made by Mr. Botterbush, seconded by Mrs. Batchelor, to approve the FY 2014/2015 General Fund Budget as recommended by the Finance and Insurance Committee.

A roll call vote was taken:

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

Motion carried.

9. **Insurance**

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

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

A roll call vote was taken:

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

Motion carried.

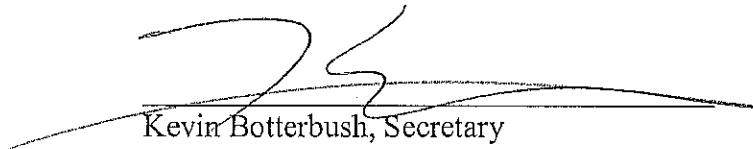
10. Fund Raising

Mr. St. Peters asked for volunteers to serve on the Fund Raising Committee and appointed the following: Kevin Botterbush - Chairperson, Melissa Batchelor and Mary Lou Watson as committee members.

11. Adjournment

There being no further business, the meeting was adjourned at 6:28 p.m.

Approved by HPLD board action on July 24, 2014.


Kevin Botterbush, Secretary