

**THE HAYNER PUBLIC LIBRARY DISTRICT  
TRUSTEE MEETING MINUTES  
JANUARY 24, 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	Trustee
Mr. Rick Lauschke	Trustee
Dr. Kevin Chapel	Trustee

Members Absent:

Mr. Dan St. Peters	President	Excused
Mrs. Karen McAtee	Treasurer	Excused
Mrs. Mary DeGrand-Watson	Secretary	Excused

Others present:

Ms. Bernadette Duvernoy	Asst. Director – Marketing / PR
Ms. Sue Hardin	Asst. Director – Bus. Operations / HR

C. Recognition of visitors to the meeting

Mr. Schmalbeck introduced and welcomed Ms. Duvernoy.

D. Approval of agenda and requested changes to consent items

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

A roll call vote was taken:

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

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 Mr. Lauschke, seconded by Dr. Chapel, to approve the consent items as follows:

- A. Minutes of the regular meeting conducted on November 15, 2012;
- B. Minutes of the closed meeting conducted on November 15, 2012
- C. Bill lists for the periods ending November 9, 2012 and November 23, 2012, payable on the same dates;
- D. Bill lists for the periods ending December 7, 2012 and December 21, 2012, payable on the same dates;
- E. Financial Statements for the months ending November 30, 2012 and December 31, 2012

A roll call vote was taken:

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

Motion carried.

**4. Committees**

- A. Board Policy Development  
No meeting; there will be a meeting scheduled in February.

B. Building & Equipment

There was no meeting this past month. Sealed bids were accepted yesterday for the Hudson Building demolition project. There will be a meeting on Monday, January 28, 2012 at 5:30 p.m. in the Multi-Purpose Room of the Alton Square library. The main purpose of this meeting will be to review the scope of the Hudson Building project with the architect.

C. Finance & Insurance

No meeting; no report

D. Personnel

No meeting; Ms. Hardin reported for Mrs. Watson. The Executive Director's evaluation form is posted to the board website. Board members should review the form and be prepared to discuss the evaluation at the February board meeting.

5. Director's Report

There were no additions or updates to the Assistant Directors' Report that was sent out last Friday.

6. General Discussion

There was no additional discussion.

7. Closed Session

A. A motion was made by Mr. Lauschke, seconded by Mr. Botterbush, 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:

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

Motion carried. The meeting entered closed session at 6:09 p.m.

B. A motion was made by Mr. Botterbush, seconded by Mr. Lauschke, to approve returning to open session at 6:22 p.m.

A roll call vote was taken:

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

Motion carried.

**8. Adjournment**

There being no further business, the meeting was adjourned at 6:23 p.m.

Approved by HPLD board action on \_\_\_\_\_.

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Mary DeGrand Watson, Secretary