

**THE HAYNER PUBLIC LIBRARY DISTRICT  
TRUSTEE MEETING MINUTES  
JUNE 25, 2020  
MEETING HELD VIA ZOOM**

**1. Opening of Meeting**

**A. Call to order**

Mr. Kevin Botterbush, President, presided and called the meeting to order at 5:00 p.m.

**B. Determination of a quorum**

Members present:

Mr. Kevin Botterbush	President
Dr. Melissa Batchelor	Secretary
Dr. Jill Lane	Trustee
Ms. Kim Shoemaker	Trustee

Members Absent:

Mr. Peter Tassinari	Vice President
Mrs. Karen McAtee	Treasurer
Mrs. Mary Lou DeGrand Watson	Trustee

Others present:

Ms. Bernadette Duvernoy	Executive Director – THPLD
Ms. Sue Hardin	CFO; Asst. Dir. - 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**

1. A motion was made by Dr. Lane, seconded by Ms. Shoemaker, to approve the agenda. There were no changes to the consent items.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
Lane	Yes
McAtee	Absent
Shoemaker	Yes
Tassinari	Absent
Watson	Absent

Motion carried.

2. **Open forum**

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

3. **Approval of Consent items**

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

- A. Minutes of the regular meeting conducted on May 28, 2020;
- B. Bills lists for the periods ending May 1, 2020, May 15, 2020 and May 29, 2020 payable on the same dates;
- C. Financial Statements for the months ending May 31, 2020;
- D. Resolution to transfer unexpended General Fund cash to the Special Reserve Fund;
- E. Resolution to transfer Working Cash interest earnings to the Building & Equipment Fund;
- F. Resolution of Investment Policy Compliance.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
Lane	Yes
McAtee	Absent
Shoemaker	Yes
Tassinari	Absent
Watson	Absent

Motion carried.

4. **Committee Reports**

- 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. **General Fund Budget**

A. A motion was made by Dr. Batchelor, seconded by Dr. Lane, to approve the FY 2021 General Fund Budget.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
Lane	Yes
McAtee	Absent
Shoemaker	Yes
Tassinari	Absent
Watson	Absent

Motion carried.

6. **Director's Salary**

A. A motion was made by Dr. Lane, seconded by Dr. Batchelor, to approve a 2% raise for the Executive Director.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
Lane	Yes
McAtee	Absent
Shoemaker	Yes
Tassinari	Absent
Watson	Absent

Motion carried.

7. **Director's Report**

In addition to her previously submitted written report, Ms. Duvernoy discussed the following topics:

- Modified hours & curbside service are working well; plan is to continue this model through July with a tentative public reopening planned on August 3, 2020;
- Internet connectivity has been improved to 5 times previous speed;
- 2020 General Election Day mandated as state holiday for all government offices in Illinois;
- Over 200 kids have registered for online Summer reading program; 60 craft packs per week are distributed for at-home completion;
- Story Walk at The Nature Institute has been updated;
- Refinancing of our building loan has been completed.

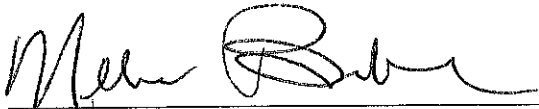
8. **General Discussion**

There was no additional discussion.

9. **Adjournment**

There being no further business, the meeting was adjourned at 5:13 p.m.

Approved by THPLD board action on July 23, 2020.

  
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Melissa Batchelor, Secretary