

**THE HAYNER PUBLIC LIBRARY DISTRICT  
TRUSTEE MEETING MINUTES  
JULY 22, 2021  
ADMINISTRATIVE OFFICES  
401 STATE STREET  
ALTON, IL 62002**

**1. Opening of Meeting**

A. Call to order

Mr. Kevin Botterbush, President, presided and called the meeting to order at 5:30 p.m.

B. Determination of a quorum

Members present:

Mr. Kevin Botterbush	President
Mr. Peter Tassinari	Vice President
Dr. Melissa Batchelor	Secretary
Mr. Kerry Miller	Trustee
Ms. Kim Shoemaker	Trustee
Mrs. Amber Sims	Trustee

Members Absent:

Mrs. Karen McAtee	Treasurer	Excused
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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 Mr. Miller, seconded by Mr. Tassinari, to approve the agenda. There were no changes to the consent items.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
McAtee	Absent
Miller	Yes
Shoemaker	Yes
Sims	Yes
Tassinari	Yes

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 Dr. Batchelor, seconded by Mr. Miller, to approve the consent items as follows:

- A. Approval of Minutes of the regular meeting conducted on June 24, 2021;
- B. Approval of Bill lists for the periods ending June 11, 2021 and June 25, 2021, payable on the same dates;
- C. Financial Statements for the months ending June 30, 2021;

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
McAtee	Absent
Miller	Yes
Shoemaker	Yes
Sims	Yes
Tassinari	Yes

Motion carried.

**4. Committee Reports**

- A. Board Policy Development  
No meeting; no report
- B. Building and Equipment  
No meeting; no report

C. Finance & Insurance  
No meeting; no report

D. Personnel  
No meeting; no report

E. Long Range Planning  
Mr. Tassinari reported that the committee has completed the brainstorming process and will present recommendations for a new Long-Range Plan at the August board meeting. Ms. Duvernoy thanked the trustees who served on the committee and noted that this committee will continue to meet periodically to assess progress and make periodic updates as needed.

5. **Ordinance**

A motion was made by Mrs. Sims, seconded by Mr. Miller, to approve Ordinance 21-2, an ordinance to levy and assess .02% of all taxable property within the Hayner Public Library District for building and maintenance pursuant to 74 ILCS 16/35-5

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
McAtee	Absent
Miller	Yes
Shoemaker	Yes
Sims	Yes
Tassinari	Yes

Motion carried.

6. **Committee Assignments**

Mr. Botterbush postponed the appointment of standing committees and committee chairpersons until the August meeting.

7. **Director's Report**

In addition to the written report previously submitted to the Board, Ms. Duvernoy presented the following topics for discussion:

- Per Capita Grant award letter was received. The amount awarded is approximately \$10,000 higher than the FY 2021 award;
- A homeschooling resource guide has been created by our Reference Department to assist patrons who are homeschooling their children;
- Our Reference Department also created a "Job Help to Go" toolkit that is available to assist patrons who are seeking employment;

- The YWCA Woman of Distinction Award Banquet will be held on August 26, which is the next scheduled board meeting and Public Hearing. Our Department Manager of Genealogy & Local History, Lacy McDonald, is being honored. The board chose to reschedule the Board meeting and Public Hearing to Wednesday, August 25 so that staff and trustees can attend the dinner.
- Over the past couple of years, staff numbers have decreased due to retirement, reassignment of duties and elimination of several page positions. Current staff is working more efficiently while continuing to provide exceptional patron services;
- We will closely monitor the increasing number of Covid-19 cases in Madison County and may consider reinstating a mask policy if recommended by the Madison County Health Department.

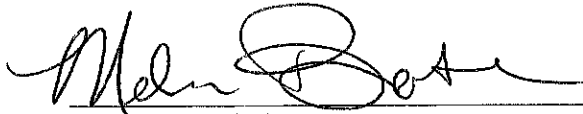
8. General Discussion

There was no additional general discussion.

9. Adjournment

There being no further business, the meeting was adjourned at 5:53 p.m.

Approved by THPLD board action on August 25, 2021.

  
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Melissa Batchelor, Secretary