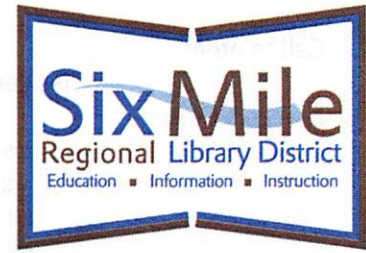


Board Meeting Minutes  
November 10, 2015  
2001 Delmar Avenue, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 7:06 P.M.	
2	Approve the agenda without additions and corrections.	Approved
3	Approval of Minutes –October 13, 2015 public hearing.	Approved
3	Approval of Minutes – October 13, 2015 board meeting.	Approved
4a	Approve Payment of Bills – October 2015 invoices in the amount of \$193,119.22.	Roll call-Approved
4b	Approve financial statements – October 2015.	Roll call-Approved
11a	Pursuant to ILCS 75 16/30-50 a: set the dates times, and places for regular meetings of the Six Mile Regional Library District as presented.	Roll call-Approved
11b	Close the library for the dates presented for 2016 holidays.	Roll call-Approved
11c	Close the library for staff development on Friday, September 16, 2016.	Roll call-Approved
13	Adjournment of the board meeting at 8:56 P.M.	Approved

**1. Call to order**

President Trimmer called the meeting to order at 7:06 P.M.

Members Present:

Ms. Mary Trimmer	President
Ms. Jane Isenburg	Vice President
Mr. Chris Hutchings	Secretary
Ms. Mary Jo Akeman	Treasurer
Ms. Linda McDonnell	Trustee
Ms. Deborah von Nida	Trustee
Ms. Mary Whitehead	Trustee

Others Present:

Ms. Tina Hubert	Executive Director
Mr. Tallin Curran	IT & Facilities Manager
Ms. Kari Fischer	Administrative Assistant

**2. Additions and Corrections to the Agenda**

Motion: von Nida Second: Isenburg

**APPROVE THE AGENDA WITHOUT ADDITIONS AND CORRECTIONS.**

Motion carried.

**3. Approval of Minutes**

Motion: Isenburg Second: von Nida

**APPROVE THE MINUTES OF THE OCTOBER 13, 2015 PUBLIC HEARING AS PRINTED.**

Motion carried.

Motion: Isenburg Second: von Nida

**APPROVE THE MINUTES OF THE OCTOBER 13, 2015 REGULAR BOARD MEETING AS PRINTED.**

Motion carried.

Trustee McDonnell arrived at 7:09 PM

**4. a. Approve Payment of Bills**

Motion: von Nida Second: Hutchings

**APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: OCTOBER 2015 IN THE AMOUNT OF \$193,119.22.**

Roll Call:

Ms. Akeman	Yes	Ms. Trimmer	Yes
Mr. Hutchings	Yes	Ms. von Nida	Yes
Ms. Isenburg	Yes	Ms. Whitehead	Yes
Ms. McDonnell	Yes		

Motion carried.

**4. b. Approve Financial Statements**

Motion: von Nida Second: Hutchings

**ACCEPT THE FINANCIAL STATEMENTS FOR OCTOBER 2015 AS PRESENTED.**

Roll Call:

Ms. Akeman	Yes	Ms. Trimmer	Yes
Mr. Hutchings	Yes	Ms. von Nida	Yes
Ms. Isenburg	Yes	Ms. Whitehead	Yes

Ms. McDonnell      Yes  
Motion carried.

**5. Open Forum**  
None

**6. Communications**

- Gold Member Certificate and thank you from the Marching Warriors for the 2015-2016 Concert Season
- Thank you from Ms. Betty Mooke for Mr. Currans help
- Copy of email to staff regarding reporting Polaris issues to SHARE staff
- Copy of GC Community Action Breakfast flyer featuring Jacob Long
- Copies of SMRLD items appearing in local media
- 11 Incident Reports
- Copy of the Chamber of Commerce's 75<sup>th</sup> Anniversary Celebration program

**7. Director's report of the library**

- Video is pulled and retained for all public incident reports
- All administrative staff mid-year goal meetings have been completed
- Director Hubert and other Illinois Heartland Library System board members met with the Illinois State Library regarding the Illinois State budget crisis
- Annual Treasurer's report
- Blackbaud accounting software is being investigated to bring payroll in-house
- Director Hubert, Deputy Director Douglas, and Mr. Curran toured America's Central Port
  - President Trimmer signed a letter in support of their proposed TIF District
- Interviews to fill the new part-time Research Librarian position are being conducted

**a. Facilities**

- The ongoing elevator issues at Delmar Avenue continue to be evaluated
- The ongoing water issues at Delmar Avenue continue to be evaluated
- Stanley to adjust the automatic doors at Johnson Road

**b. Programs**

- i. FINRA program report
  - Four part Small Business Series scheduled
- ii. December Decorated Chair Fundraiser/Senator Bill Haine ILA Award
  - The Board of Trustees each received one free ticket
  - Friends of the Library have been asked to co-sponsor

**8. Reports of Standing Committees**

- a. Personnel Committee [von Nida, McDonnell, Whitehead]
  - i. Executive Director Evaluation
    - Director Hubert will email the Board her list of accomplishments and the evaluation form
- b. Book and Public Relations Committee [Isenburg, von Nida, McDonnell]  
None
- c. Buildings, Grounds, & Equipment Committee [Akeman, Whitehead, Hutchings]  
None
- d. Finance Committee [Akeman, von Nida, Isenburg, McDonnell]  
None
- e. Planning & Development Committee [Hutchings, Isenburg, McDonnell, Akeman]  
Trustee Hutchings and Director Hubert to meet Thursday, November 12, 2015 at 4:00 PM

**9. Reports of Special Committees**

- a. Friends Group Committee Report: No meeting scheduled

10. a. Property  
None

11. a. Calendar year 2016 Schedule of Regular Board Meetings

Motion: Hutchings Second: von Nida

PURSUANT TO ILCS 75 16/30-50 A SET THE DATES TIMES, AND PLACES FOR REGULAR MEETINGS OF THE SIX MILE REGIONAL LIBRARY DISTRICT AS PRESENTED.

Roll Call:

Ms. Akeman	Yes	Ms. Trimmer	Yes
Mr. Hutchings	Yes	Ms. von Nida	Yes
Ms. Isenburg	Yes	Ms. Whitehead	Yes
Ms. McDonnell	Yes		

Motion carried.

11. b. Calendar year 2016 Holiday Closures

Motion: von Nida Second: Akeman

CLOSE THE LIBRARY FOR THE DATES PRESENTED FOR 2016 HOLIDAYS.

Roll Call:

Ms. Akeman	Yes	Ms. Trimmer	Yes
Mr. Hutchings	Yes	Ms. von Nida	Yes
Ms. Isenburg	Yes	Ms. Whitehead	Yes
Ms. McDonnell	Yes		

Motion carried.

11. c. Staff Development Day 2016

Motion: Isenburg Second: McDonnell

CLOSE THE LIBRARY FOR STAFF DEVELOPMENT ON FRIDAY, SEPTEMBER 16, 2016.

Roll Call:

Ms. Akeman	Yes	Ms. Trimmer	Yes
Mr. Hutchings	Yes	Ms. von Nida	Yes
Ms. Isenburg	Yes	Ms. Whitehead	Yes
Ms. McDonnell	Yes		

Motion carried.

11. d. Illinois State Library FY2016 Public Library Per Capital Grant Application

- Has been completed and will be submitted before the January due date

12. Board Orientation

a. ILA conference reports (Trimmer, McDonnell)

- President Trimmer and Trustee McDonnell reported on their ILA Conference attendance

13. Adjournment

Motion: von Nida Second: Akeman

THAT THE MEETING BE ADJOURNED AT 8:56 P.M.

Motion carried.

X 

Mary Trimmer  
Board of Trustees President

X 

Christopher Hutchings  
Board of Trustees Secretary

**SIX MILE REGIONAL LIBRARY DISTRICT**

2001 Delmar Avenue  
Granite City, IL 62040  
618-452-6238

**Submitted for Payment:**

**November 2015**

Accounts Payable: Checks 19161 - 19193	\$	23,297.26
Accounts Payable: Bank of Edw Checks	\$	-
Issued Monthly Payments - Bank of Edw. Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	29,908.94
Payroll (Net Pay)	\$	54,979.28
Payroll (Taxes & Deductions)	\$	24,379.51
<b>TOTAL</b>	<b>\$</b>	<b>141,886.26</b>

Stacy Bond 12/10/2015  
Stacy Bond, Accountant Date

**Approved By:**

Tina Hubert 1/12/16  
Tina Hubert, Director Date

Mary C Trimmer  
Mary Trimmer, President Date

Mary Jo Akeman  
Mary Jo Akeman, Treasurer Date

**SIX MILE REGIONAL LIBRARY DISTRICT**

2001 Delmar Avenue  
Granite City, IL 62040  
618-452-6238

**Submitted for Payment:**

**December 2015**

Accounts Payable: Checks 19207 - 19238	\$	23,585.26
Accounts Payable: Bank of Edw Checks	\$	-
Issued Monthly Payments - Bank of Edw. Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	25,907.41
Payroll (Net Pay)	\$	65,636.35
Payroll (Taxes & Deductions)	\$	29,834.57
<b>TOTAL</b>	<b>\$</b>	<b>154,284.86</b>

Stacy Bond 1/7/2016  
Stacy Bond, Accountant Date

**Approved By:**

Tina Hubert ~~1/7/16~~ 1/12/16  
Tina Hubert, Director Date

Mary C Trimmer 1/7/16  
Mary Trimmer, President Date

Mary Jo Akeman  
Mary Jo Akeman, Treasurer Date