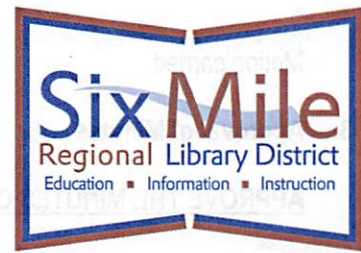


Board Meeting Minutes
 March 10, 2015
 2145 Johnson Road, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 7:00 P.M.	
2	Approve the agenda without additions and corrections.	Approved
3	Approval of Minutes –February 10, 2015 board meeting.	Approved
4a	Approve Payment of Bills – February 2015 invoices in the amount of \$166,832.78.	Roll call-Approved
4b	Approve Financial Statements – February 2015.	Roll call-Approved
7a	Approve using reserves not to exceed \$16,000.00 to follow the recommendation of Trivers Associates and have Woods Basement Systems complete work necessary to remedy the drain and moisture issue at the southwest corner of the Delmar Avenue building.	Roll call-Approved
11a	Approve revision of Internet Access Policy as presented.	Roll call-Approved
12a	Accept the analysis of District services as compared to Serving Our Public 3.0: Standards for Illinois Public Libraries in regard to Chapter 5 Technology.	Roll call-Approved
13	Adjournment of the board meeting at 7:54 P.M.	Approved

1. Call to order

President Trimmer called the meeting to order at 7:00 P.M.

Members Present:

Ms. Mary Trimmer	President
Mr. Chris Hutchings	Secretary
Ms. Linda McDonnell	Trustee
Ms. Deborah von Nida	Trustee
Mr. Ron Selph	Trustee

Members Absent:

Ms. Jane Isenburg	Vice President
Ms. Mary Jo Akeman	Treasurer

Others Present:

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

President Trimmer appointed Trustee McDonnell as acting Treasurer for the meeting

Motion: von Nida Second: Hutchings

ACCEPT THE APPOINTMENT OF TRUSTEE MCDONNELL AS ACTING TREASURER FOR THE MARCH 10, 2015 MEETING.

Motion carried.

2. Additions and Corrections to the Agenda

Motion: von Nida Second: Selph

APPROVE THE AGENDA WITHOUT ADDITIONS AND CORRECTIONS.

Motion carried.

3. Approval of Minutes

Motion: von Nida Second: Selph

APPROVE THE MINUTES OF THE FEBRUARY 10, 2015 REGULAR BOARD MEETING AS PRINTED.

Motion carried.

4. a. Approve Payment of Bills

Director Hubert noted she is separately tracking those items the board approves that are not in the original budget. Expenditures that are unanticipated but necessary such as using reserves for concrete repair at Johnson Road; reserves to cover costs of new HVAC units at Johnson Road; using some of the Niedringhaus bequest to purchase new computers hardware, software, and peripheral items for both locations; and other such purchases.

Motion: McDonnell Second: Selph

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: FEBRUARY 2015 IN THE AMOUNT OF \$166,832.78.

Roll Call:

Ms. Akeman	Absent	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Absent	Ms. von Nida	Yes
Ms. McDonnell	Yes		

Motion carried.

4. b. Approve Financial Statements

Motion: McDonnell Second: Selph

ACCEPT THE FINANCIAL STATEMENTS FOR FEBRUARY 2015 AS PRESENTED.

Roll Call:

Ms. Akeman	Absent	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Absent	Ms. von Nida	Yes
Ms. McDonnell	Yes		

Motion carried.

5. Open Forum

None

6. Communications

- Incident Reports
 - 2/19 A Patron was asked not to roll cigarettes in the library
 - 2/22 A staff member was hit by falling plaster. No medical attention was required. The IT & Facilities Manger determined the cause to be construction debris
 - 2/25 A patron was asked to leave the library due to her strong odor
 - 2/28 A patron was asked not to roll cigarettes in the library
 - 3/9 A patron was asked to leave and given a letter banning him from the library for not less than three months after repeatedly being asked not to roll cigarettes in the library
- Thank you letter from the CEO program for SMRLD's participation in their Best of Granite City event
- Letter from the County Clerk requesting Director Hubert electronically report information about those who will need to file Statement of Economic Interests
- Letter from Anne Craig regarding OCLC subscription renew and pricing

- Copy of the quarter page advertisement to be placed in the 2015 Granite City High School yearbook
- Copies of the invitations sent by Director Hubert to Legislators for the ILA Legislative Breakfast
- ILA palm card handouts from the Legislative Breakfast on Friday, March 6, 2015
- Letter from United States Steel Corporation and Gateway Energy & Coke Company regarding the acceptance of the Six Mile Regional Library District- Energy Efficient Improvement Project for Funding by the Trust Fund Established Pursuant to the March 10, 2008 Settlement Agreement in the amount of \$872,255.00
- Copy of the Clean Air Repository smrld.org page as requested by the Trust Fund Settlement Committee

7. Director's report of the library

- Director Hubert stated she is hiring Sally Decker Smith to present Intellectual Freedom training for all staff on Wednesday, April 8; all board members are invited to attend. Mrs. Smith will make two presentations, one in the morning and one in the afternoon
- Dawn Mushill will be presenting customer service training the morning of Staff Development Day on Friday, April 17
- Several staff are now registered for unlimited training through Fred Pryor seminars for one year.
- The staff appreciation dinner will be Friday, March 27, 5:30 at the downtown library

a. Delmar Avenue update

Motion: Selph Second: von Nida

APPROVE USING RESERVES NOT TO EXCEED \$16,000.00 TO FOLLOW THE RECOMMENDATION OF TRIVERS ASSOCIATES AND HAVE WOODS BASEMENT SYSTEMS COMPLETE WORK NECESSARY TO REMEDY THE DRAIN AND MOISTURE ISSUE AT THE SOUTHWEST CORNER OF THE DELMAR AVENUE BUILDING.

Roll Call:

Ms. Akeman	Absent	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Absent	Ms. von Nida	Yes
Ms. McDonnell	Yes		

Motion carried.

b. Johnson Road update

- New chairs have been installed in the Reading Room
- Plan to apply for a 2016 Live and Learn Construction Grant from ISL to help cover the cost of upgrading to automatic doors.

c. Personnel Update

- Ms. Gabriella Carney was promoted to the new Lead Library Aide position
- Search for a part-time Custodian continues
- Accepting Resumes for the new Research and Instruction Librarian position
- Director Hubert is compiling 2015 Goals for Managers and Administrative Staff
- SMRLD received a letter from AFSCME regarding upcoming union contract negotiations

8. Reports of Standing Committees

- Personnel Committee [von Nida, McDonnell, Selph]
None
- Book and Public Relations Committee [Isenburg, von Nida, McDonnell]
None
- Buildings, Grounds, & Equipment Committee [Akeman, Selph, Hutchings]
None
- Finance Committee [Selph, von Nida, Isenburg, McDonnell]
None

- e. Planning & Development Committee [Hutchings, Isenburg, McDonnell, Akeman]
None

9. Reports of Special Committees

- a. Friends Group Committee Report: None

10. a. Property

- Director Hubert will be contacting Joel Green, SMRLD's real estate attorney, to ask him to check-in on the standing offer to purchase
- Director Hubert read a recently found 1971 appraisal on the same property that SMRLD is interested in acquiring

11. a. Internet Access Policy – revised

Motion: Selph Second: von Nida

APPROVE REVISION OF INTERNET ACCESS POLICY AS PRESENTED.

Roll Call:

Ms. Akeman	Absent	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Absent	Ms. von Nida	Yes
Ms. McDonnell	Yes		

Motion carried.

12. a. Standards for Illinois Public Libraries: Serving Our Public 3.0; Chapter 5: Technology Checklist

Motion: von Nida Second: Hutchings

ACCEPT THE ANALYSIS OF DISTRICT SERVICES AS COMPARED TO SERVING OUR PUBLIC 3.0: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES IN REGARD TO CHAPTER 5 TECHNOLOGY.

Roll Call:

Ms. Akeman	Absent	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Absent	Ms. von Nida	Yes
Ms. McDonnell	Yes		

Motion carried.

The Board of Trustees presented retiring trustee Ron Selph with a framed certificate in appreciation of his nine years of service.

13. Adjournment

Motion: Selph Second: von Nida

THAT THE MEETING BE ADJOURNED AT 7:54 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:

March 2015

Accounts Payable: Regions Checks 18708 - 18741	\$	26,197.83
Accounts Payable: Bank of Edw Checks 1118 - 1119	\$	1,834.80
Issued Monthly Payments - Bank of Edw. Checking	\$	8,358.94
Issued Monthly Payments - Regions Bank Checking	\$	35,855.38
Payroll (Net Pay)	\$	50,960.06
Payroll (Taxes & Deductions)	\$	23,732.74
TOTAL	\$	146,939.75

Stacy Bond
Stacy Bond, Accountant

4/9/2015
Date

Approved By:

Tina Hubert
Tina Hubert, Director

4/14/15
Date

Mary Trimmer
Mary Trimmer, President

4/14/15
Date

Jane Benburg for MJA
Mary Jo Akeman, Treasurer

4-14-15
Date