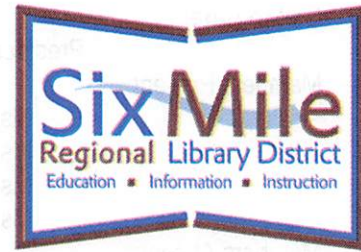


Board Meeting Minutes
 July 14, 2015
 2001 Delmar Avenue, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 7:04 P.M.	
2	Approve the agenda without additions and corrections.	Approved
4	Approval of Minutes –June 9, 2015 board meeting.	Approved
5a	Approve Payment of Bills – June 2015 invoices in the amount of \$136,572.90.	Roll call-Approved
5b	Approve Financial Statements – June 2015.	Roll call-Approved
8a	Enter closed session at 8:02 p.m. to discuss collective negotiating matters between the public body and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees. In accordance with 5ILCS 120/2c 2.	Roll call-Approved
8a	Return to Open Session at 8:09 p.m.	Roll call-Approved
10a	Enter Closed Session at 8:10 p.m. to discuss purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired in accordance with 5 ILCS 120/2c 5.	Roll call-Approved
10a	Return to Open Session at 8:11 p.m.	Roll call-Approved
13	Adjournment of the board meeting at 8:49 P.M.	Approved

1. Call to order

President Trimmer called the meeting to order at 7:04 P.M.

Members Present:

Ms. Mary Trimmer	President
Ms. Jane Isenburg	Vice President
Ms. Linda McDonnell	Trustee
Ms. Mary Whitehead	Trustee

Members Absent:

Mr. Chris Hutchings	Secretary
Ms. Mary Jo Akeman	Treasurer
Ms. Deborah von Nida	Trustee

Others Present:

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

2. Additions and Corrections to the Agenda

Motion: Isenburg Second: Whitehead

APPROVE THE AGENDA WITHOUT ADDITIONS AND CORRECTIONS.

Motion carried.

3. Approval of Minutes

Motion: Isenburg Second: Whitehead

APPROVE THE MINUTES OF THE JUNE 9, 2015 REGULAR BOARD MEETING AS PRINTED.

Motion carried.

4. a. Approve Payment of Bills

Motion: McDonnell Second: Whitehead

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: JUNE 2015 IN THE AMOUNT OF \$184,512.95.

Roll Call:

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

Motion carried.

4. b. Approve Financial Statements

Motion: Whitehead Second: Isenburg

ACCEPT THE FINANCIAL STATEMENTS FOR JUNE 2015 AS PRESENTED.

Roll Call:

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

Motion carried.

5. Open Forum

None

6. Communications

- SMRLD to provide materials for the Old Six Mile Museum Community Garden's Little Free Library
- Copy of check from US Steel Trust Settlement
- Notice from Madison County Treasurer of partial real estate tax collected for prior years and the year of 2014 payment
- Copy of FY 2015 Public Library Per Capita Grant payment check from Illinois Comptroller
- Copy of FOIA request and response
- Permission to Use Copyrighted Items request form
- Copy of ad to appear in the Pontoon Beach Party at the Beach program
- Copy of email regarding a customer complaint call
- Copies of SMRLD news items appearing online and in print editions of local media
- Incident Reports
 - 6/10 A patron who was unhappy with his computer station assignment directed abusive language toward a Johnson Road staff member.
 - 6/10 A patron was asked to leave the Johnson Road location after using abusive language with a staff member. Police were not notified.
 - 6/10 A young patron slipped coming down the stairs to the youth department and her sister accidentally stepped on her finger. The patrons' Mother said she was fine and no medical services were needed.
 - 6/12 A patron was asked to leave the Delmar Avenue location for failing to follow the Rules for Computer Use. He left without incident. Police were not notified.
 - 6/13 Two separate patrons brought Playboy magazines to the customer service desk that they had found on the magazine shelves.
 - 6/15 A group of young patrons with children under the age of eight was asked to leave the Delmar Avenue location. Police were not notified. A letter was previously sent to their parent(s)/guardian(s) explaining the library's Behavior Policy
 - 6/15 A truck backed into the wooden fence dislodging and breaking boards. Mr. Curran located the incident on the library's security cameras, but was unable to see any identifying information. Mr. Carney repaired the fence. Police were not notified.
 - 6/26 A Delmar Avenue staff member called to notify the library that she noticed a plastic bottle inside a downspout. Mr. Carney removed 2 bottles from the downspout.
 - 6/29 A tree limb from the Delmar Avenue neighbor's tree fell into the library's parking lot as they were trimming the tree. The neighbor removed the debris. No damage was done to the fence.
 - 7/2 A group of young female patrons was reminded of the library's behavior policy
 - 7/8 Two hypodermic needles were found in one of the Delmar Avenue men's room sinks. Ms. Stroud double bagged them, placed them in a box, and disposed of them in the dumpster. Mr. Curran has ordered a sharps container to properly dispose of any needles that may be found in the future.
 - 7/8 A young male patron was asked to leave after playing on the elevator and stairs. Director Hubert sent a letter to the youth's parent(s)/guardian(s) banning him from the library for not less than six months for his behavior in the library and an inappropriate/threatening post to the library's Facebook page.
 - 7/9 Police in pursuit of an armed man blocked off Cleveland Avenue and told patrons leaving the library to go back inside. Patrons were told to stay inside. The police officer returned to notify the library that the situation was under control.

7. Director's report of the library

- A 2004 Chevy Extended Cargo Van was purchased from IHLS
- PC Reservation is up and running

- New photocopiers with color printing and mobile and remote printing available at both locations
 - Library Picks list main priority goal is to promote SMRLD materials; it is expected that the list will include forthcoming titles as the library uses the new acquisitions module in the SHARE database
 - 7/17 Director Hubert to convene adult event programming meeting
 - 7/20-7/21 Director Hubert, Deputy Director Douglas and Ms. Bond will attend the LIRA meeting in Itasca, IL
 - 7/27-7/31 Director Hubert has been asked by the ISL to attend the Research in Public Libraries Institute in Colorado Springs, Colorado. Director Hubert will report on her attendance to ISLAC.
 - 8/4 SMRLD to host Acquisitions Networking Group inaugural meeting to discuss the Polaris acquisitions module
- a. **Delmar Avenue update**
- 7/20 Phones will be switched to Charter to qualify for e-rate
 - Working with the Sitton Group to get an independent analysis for the water issues
 - 7/15 Korte and Luitjohan, Trivers Associates, and Sitton Group conduct the 11 month walkthrough
- b. **Johnson Road update**
- None
- c. **Personnel Update**
- Dawn Henry, part-time Johnson Road Desk Assistant, resigned her position.
 - Through the internal bid process Kathy Wojtowicz has been promoted to Johnson Road Desk Assistant starting July 25, 2015
 - New Library Aide Jamesha McClain started June 22, 2015
 - 2 open Aide positions to be filled

8. **Reports of Standing Committees**

- a. **Personnel Committee [von Nida, McDonnell, Whitehead]**
 One contract negotiations meeting has occurred. A second meeting was cancelled by Mr. LaPorte and has yet to be rescheduled

Motion: Isenburg Second: McDonnell

ENTER CLOSED SESSION AT 8:02 P.M. TO DISCUSS COLLECTIVE NEGOTIATING MATTERS BETWEEN THE PUBLIC BODY AND ITS EMPLOYEES OR THEIR REPRESENTATIVES, OR DELIBERATIONS CONCERNING SALARY SCHEDULES FOR ONE OR MORE CLASSES OF EMPLOYEES IN ACCORDANCE WITH 5ILCS 120/2C 2.

Roll Call:

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

Motion carried

Motion: Isenburg Second: Whitehead

RETURN TO OPEN SESSION AT 8:09 P.M.

Roll Call:

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

Motion carried.

- b. **Book and Public Relations Committee [Isenburg, von Nida, McDonnell]**
 None
- c. **Buildings, Grounds, & Equipment Committee [Akeman, Whitehead, Hutchings]**
 None

- d. 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

Motion: Whitehead Second: McDonnell

ENTER CLOSED SESSION AT 8:10 P.M. TO DISCUSS PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE PUBLIC BODY, INCLUDING MEETINGS HELD FOR THE PURPOSE OF DISCUSSING WHETHER A PARTICULAR PARCEL SHOULD BE ACQUIRED IN ACCORDANCE WITH 5 ILCS 120/2C 5.

Roll Call:

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

Motion carried

Motion: Whitehead Second: McDonnell

RETURN TO OPEN SESSION AT 8:11 P.M.

Roll Call:

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

Motion carried.

11. a. Tentative Budget

Director Hubert presented the tentative budget

b. ILA Conference – Peoria, October 21-24

The Board was requested to notify the Library of their intent to attend by September 21, 2015.

12. a. United for Libraries Short Takes-Board Ethics (8 min)

Tabled for presentation at a future meeting

b. Illinois Library Laws & Rules


Copies of the 2015 Illinois Library Laws & Rules were distributed to the Trustees

13. Adjournment

Motion: Whitehead Second: McDonnell

THAT THE MEETING BE ADJOURNED AT 8:49 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:

July 2015

Accounts Payable: Checks 18926 - 18964	\$	32,501.33
Accounts Payable: Bank of Edw Checks	\$	-
Issued Monthly Payments - Bank of Edw. Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	19,852.62
Payroll (Net Pay)	\$	55,181.09
Payroll (Taxes & Deductions)	\$	24,786.23
TOTAL	\$	141,642.54



Stacy Bond, Accountant 8/6/2015
Date

Approved By:



Tina Hubert, Director Date



Mary Trimmer, President Date



Mary Jo Akeman, Treasurer Date