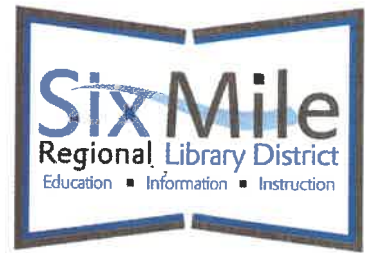


Board Meeting Minutes
 December 12, 2017
 2145 Johnson Road, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 6:08 P.M.	
2	Approve the agenda without corrections	Approved
4	Approval of Minutes –November 14, 2017 board meeting.	Approved
5a	Approve Payment of Bills – November 2017 in the amount of \$190,024.24	Roll call-Approved
5b	Approve financial statements – November 2017.	Roll call-Approved
7bi	Enter closed session at 6:37 P.M. in accordance with 5ILCS 120/2(c)(11) Litigation...when the public body finds that an action is probable or imminent in which case the basis for the finding shall be recorded and entered into the minutes of the closed session.	Roll call-Approved
7bi	Return to open session at 6:48 P.M.	Roll call-Approved
9a	Elect Mr. Marc Griffin Board of Trustees Treasurer to fulfill term (through June 2019) vacated with Mary Whitehead's resignation.	Roll call-Approved
12	Adjournment of the board meeting at 7:11 P.M.	Approved

1. Call to order

President Hutchings called the meeting to order at 6:08 P.M.

Members Present:

Mr. Chris Hutchings	President
Ms. Mary Jo Akeman	Vice President
Mr. Dewey Melton	Trustee

Members Absent:

Ms. Linda McDonnell	Secretary
Mr. Marc Griffin	Trustee

Others Present:

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

2. Changes to the Agenda

Motion: Akeman Second: Melton

APPROVE THE AGENDA WITHOUT CORRECTIONS

Motion carried.

3. Public Comments – None

4. Approval of Minutes

Motion: Melton Second: Akeman

APPROVE THE MINUTES OF THE NOVEMBER 14, 2017 REGULAR BOARD MEETING AS PRINTED.

Motion carried.

SMRLD Customer, Kenton Smith left the meeting at 6:24 PM

5. Financial

a. Approve Payment of Bills

Motion: Melton Second: Akeman

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: NOVEMBER 2017 IN THE AMOUNT OF \$190,024.24.

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Absent
Mr. Hutchings	Aye	Ms. McDonnell	Absent
Mr. Melton	Aye		

Motion carried

b. Approve Financial Statements

Motion: Akeman Second: Melton

ACCEPT THE FINANCIAL STATEMENTS FOR NOVEMBER 2017 AS PRESENTED.

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Absent
Mr. Hutchings	Aye	Ms. McDonnell	Absent
Mr. Melton	Aye		

Motion carried.

Director Hubert noted that payments for the new elevators will be made from the Bank of Edwardsville building fund account. If needed, funds will be transferred from the Illinois Funds Money Market account to the Bank of Edwardsville account.

6. Correspondence

- Copy of Director Hubert's Department of State Certification of Completion for Passport Acceptance Agent Training, several other staff members will also be receiving their certification as well
- Copy of Director Hubert's annual Certification of Completion of the Freedom of Information Act on-line training
- Copy of thank you card from Mr. Brian Konzen for the November 10, 2017 Murder Mystery Fundraiser
- Copies of two Google My Business 4-star Review
- Copies of several Facebook shared items and comments
- Copies of 9 SMRLD Incident Reports
 - Copy of 1 banned letter
- Copy of the final settlement payment check from Trivers
- Copies of SMRLD items appearing in the media

7. Director's Report

a. Human Resources/Personnel

- All staff meeting will be held Friday, December 15, 2017. Granite City Police Department will discuss safety and security; managers will provide breakfast and the new library website will be debuted to the staff. Both libraries will have delayed opening at 10:30 AM

b. Facilities & Operations

i. Elevators

Motion: Akeman Second: Melton

ENTER CLOSED SESSION AT 6:37 P.M. IN ACCORDANCE WITH 5ILCS 120/2(C)(11) LITIGATION... WHEN THE PUBLIC BODY FINDS THAT AN ACTION IS PROBABLE OR IMMINENT IN WHICH CASE THE BASIS FOR THE FINDING SHALL BE RECORDED AND ENTERED INTO THE MINUTES OF THE CLOSED SESSION.

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Absent
Mr. Hutchings	Aye	Ms. McDonnell	Absent
Mr. Melton	Aye		

Motion carried.

Motion: Melton Second: Akeman

RETURN TO OPEN SESSION AT 6:48 P.M.

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Absent
Mr. Hutchings	Aye	Ms. McDonnell	Absent
Mr. Melton	Aye		

Motion carried.

- 8. Unfinished Business** – Director Hubert discussed email correspondence with Library Consultant, Fred Schlipf regarding the progress of our Building Program

9. New Business

a. Election of Treasurer

Motion: Melton Second: Akeman

ELECT MR. MARC GRIFFIN BOARD OF TRUSTEES TREASURER TO FULFILL TERM (THROUGH JUNE 2019) VACATED WITH MARY WHITEHEAD'S RESIGNATION.

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Absent
Mr. Hutchings	Aye	Ms. McDonnell	Absent
Mr. Melton	Aye		

Motion carried.

b. Open Board Seats – Announcement on January 8, 2018 with applications due on February 5, 2018.

10. Reports – None

11. Board Orientation

a. Annual Treasurer's Report

b. Per Capita grant application and financial report – Director Hubert presented

c. Public Library Association Conference March 21-24, 2018 Philadelphia, PA – Trustees will let Director Hubert know as soon as possible if they would like to attend.

12. Adjournment

Motion: Melton Second: Akeman

THAT THE MEETING BE ADJOURNED AT 7:11 P.M.

Motion carried.

X

Christopher Hutchings
Board of Trustees President

X

Linda McDonnell
Board of Trustees Secretary

SIX MILE REGIONAL LIBRARY DISTRICT

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

Submitted for Payment:


December 2017

Accounts Payable: Checks 21502-21531	\$	61,233.03
Accounts Payable: Bank of Edw Check 1157	\$	77,801.29
Issued Monthly Payments - Bank of Edw. Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	29,645.88
Payroll (Net Pay)	\$	64,430.88
Payroll (Taxes & Deductions)	\$	30,603.57
TOTAL	\$	273,035.92



Stacy Bond, Accountant 1/4/2018
Date

Approved By:



Tina Hubert, Director Date

Chris Hutchings, President Date



Mary Whitehead, Treasurer Date
Marc Griffin