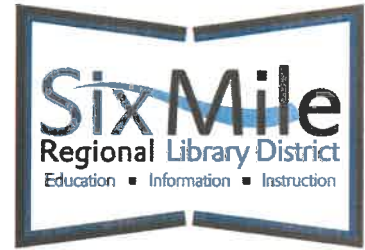


Public Hearing  
Levy Ordinance 2018-005 and  
Supplemental Levy Ordinance 2018-006  
November 13, 2018  
2001 Delmar Avenue, Granite City, IL 62040



### Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 6:03 P.M.	
4	Adjournment of the board meeting at 6:06 P.M.	Approved

1. Call to order

President Hutchings called the meeting to order at 6:03 P.M.

Members Present:

Mr. Chris Hutchings	President
Ms. Mary Jo Akeman	Vice President
Ms. Linda McDonnell	Secretary
Mr. Marc Griffin	Treasurer
Mr. Dewey Melton	Trustee
Ms. Susan Murphy	Trustee
Ms. Julie Willaredt	Trustee

Members Absent:

None

Others Present:

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

2. Public Comments – None

3. Adjournment

Motion: Melton Second: McDonnell

**THAT THE MEETING BE ADJOURNED AT 6:06 P.M.**

Motion carried.

X



Christopher Hutchings  
Board of Trustees President

X



Linda McDonnell  
Board of Trustees Secretary

Board Meeting Minutes  
November 13, 2018  
2001 Delmar Avenue, Granite City, IL 62040



**Summary of Selected Motions**

Agenda Item	Motion	Result
1	Call to order at 6:06 P.M.	
2	Approve the agenda without corrections	Approved
4	Approval of Minutes –October 16, 2018 board meeting.	Approved
5a	Approve, for attendance at the Illinois Library Association Annual Conference in Peoria, Illinois, post-travel reimbursement costs of: Linda McDonnell \$255.12	Approved
5b	Approve Payment of Bills – October 2018 in the amount of \$164,527.57.	Roll call-Approved
5c	Accept financial statements – October 2018.	Roll call-Approved
7a	Enter closed session at 6:25 p.m. in accordance with 5 ILCS 120/2c 1, The appointment, compensation, discipline, performance, or dismissal of specific employees of the public body...	Roll call-Approved
7a	Return to open session at 6:45 p.m.	Roll call-Approved
8a	Close the library district and adjust hours for the dates presented for 2019 holidays.	Roll call-Approved
8b	Pursuant to ILCS 75 16/30-50 a, set the dates, times, and places for regular meetings of the Six Mile Regional Library District Board of Trustees as presented.	Roll call-Approved
9a	Adopt Ordinance 2018-005 Levy Ordinance for the fiscal year beginning July 1, 2019 and ending June 30, 2020.	Roll call-Approved
9b	Adopt Ordinance 2018-006 Supplemental Levy Ordinance for the fiscal year beginning July 1, 2019 and ending June 30, 2020.	Roll call-Approved
12	Adjournment of the board meeting at 7:27 P.M.	Approved

**1. Call to order**

President Hutchings called the meeting to order at 6:06 P.M.

Members Present:

Mr. Chris Hutchings	President
Ms. Mary Jo Akeman	Vice President
Ms. Linda McDonnell	Secretary
Mr. Marc Griffin	Treasurer
Mr. Dewey Melton	Trustee
Ms. Susan Murphy	Trustee
Ms. Julie Willaredt	Trustee

Members Absent:

None

Others Present:

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

**2. Approve Agenda**

Motion: Akeman Second: Willaredt

**APPROVE THE AGENDA WITHOUT CORRECTIONS**

Motion carried.

**3. Public Comments**

**4. Approval of Minutes**

Motion: Murphy Second: Willaredt

**APPROVE THE MINUTES OF THE OCTOBER 16, 2018 REGULAR BOARD MEETING AS PRINTED.**

Motion carried.

**5. Financial**

**a. Approve Trustee Travel Expenses Reimbursement**

Motion: Griffin Second: Melton

**APPROVE, FOR ATTENDANCE AT THE ILLINOIS LIBRARY ASSOCIATION ANNUAL CONFERENCE IN PEORIA, ILLINOIS, POST-TRAVEL REIMBURSEMENT COSTS OF: LINDA MCDONNELL \$255.12**

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Yes
Mr. Hutchings	Yes	Ms. McDonnell	Yes
Mr. Melton	Yes	Ms. Murphy	Yes
Ms. Willaredt	Yes		

Motion carried

**b. Approve Payment of Bills**

Motion: Willaredt Second: Akeman

**APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: OCTOBER 2018 IN THE AMOUNT OF \$164,527.57.**

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Yes
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Mr. Hutchings	Yes	Ms. McDonnell	Yes
Mr. Melton	Yes	Ms. Murphy	Yes
Ms. Willaredt	Yes		

Motion carried

**c. Approve Financial Statements**

Motion: McDonnell Second: Griffin

**ACCEPT THE FINANCIAL STATEMENTS FOR OCTOBER 2018 AS PRESENTED.**

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Yes
Mr. Hutchings	Yes	Ms. McDonnell	Yes
Mr. Melton	Yes	Ms. Murphy	Yes
Ms. Willaredt	Yes		

Motion carried.

**6. Correspondence**

- Copy of email from the Illinois Department of Labor regarding updates to the applicable prevailing wage
- Copy of a letter from the Illinois Labor Relations Board regarding the assignment of contract number 2023-06-001 to the Six Mile Regional Library District & American Federation of State, County and Municipal Employees (AFSCME), Council 31 Local 3405 (S-VR-86-030 Library employees) contract that expires 6/30/2023
- Copy of emails regarding a donation as a thank you for assistance with finding local photos
- Copies of 3 SMRLD Incident Reports
- Copy of The 2018 Chamber of Commerce Southwestern Madison County 78<sup>th</sup> Annual CommUNITY Meeting program
  - Copy of a thank you note for the research assistance of SMRLD with the decades presentations at the event
- Copy of the Live Your American Dream in Granite City Where You Can Afford To Live Well brochure from the Granite City Economic Development Office
- Copy of the Holiday 2018 IllinoisSouth Tourism Times with the SMRLD Passport ad
- Copies of SMRLD items appearing in the media

**7. Director's Report**

**a. Human Resources/Personnel**

Motion: Akeman Second: Willaredt

**ENTER CLOSED SESSION AT 6:25 P.M. IN ACCORDANCE WITH 5 ILCS 120/2C 1, THE APPOINTMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY...**

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Yes
Mr. Hutchings	Yes	Ms. McDonnell	Yes
Mr. Melton	Yes	Ms. Murphy	Yes
Ms. Willaredt	Yes		

Motion carried.

Motion: Melton Second: Griffin

**RETURN TO OPEN SESSION AT 6:45 P.M.**

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Yes
Mr. Hutchings	Yes	Ms. McDonnell	Yes

Mr. Melton	Yes	Ms. Murphy	Yes
Ms. Willaredt	Yes		

Motion carried.

i. **Annual Evaluation of the Executive Director – Tabled**

ii. **Executive Director Contract Renewal – Tabled**

- Libraries of Illinois Risk Agency (LIRA) Report-
  - Director Hubert attended the annual meeting on November 7, 2018
  - A \$744.88 refund of accumulated reserve funds was issued to SMRLD.
  - "Icy Conditions When Blue" warning signs have been purchased for all members, as a founding member SMRLD will be receiving two free signs and purchasing two additional signs.
  - The addition of Violent and Malicious Acts coverage is being evaluated
- Ms. Emily Smallman, Johnson Road Part-time Desk Assistant resigned effective Friday, November 9
- Mr. Jeff Mefford, Ms. Joni Wilkins, and Ms. Codi Coleman have been hired as part-time library aides
- Remaining open positions include: part-time desk assistant, part-time custodian, and part-time library aide
- Possibility of forming a 501c3 eligible library foundation is being researched
- Mr. LaPorte, AFSCME staff representative, has requested SMRLD provide some employee information for the union. Director Hubert is awaiting a response email from him with the requested clarifications
- April 2, 2018 Consolidated Election packets have been picked up by all incumbents and one non-incumbent

Treasurer Griffin left the meeting at 7:00 P.M.

b. **Facilities & Operations**

i. **Department Overview – Lynda Seegert – Materials Management**

Ms. Seegert presented an overview of the Materials Services department's day-to-day operations

8. **New Business**

a. **Calendar Year 2019 Holidays Closures**

Motion: Melton Second: Willaredt

**CLOSE THE LIBRARY DISTRICT AND ADJUST HOURS FOR THE DATES PRESENTED FOR 2019 HOLIDAYS.**

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Yes
Mr. Hutchings	Yes	Ms. McDonnell	Yes
Mr. Melton	Yes	Ms. Murphy	Yes
Ms. Willaredt	Yes		

Motion carried.

b. **Calendar Year 2019 Schedule of Regular Board Meeting Dates**

Motion: Akeman Second: McDonnell

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

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Yes
Mr. Hutchings	Yes	Ms. McDonnell	Yes
Mr. Melton	Yes	Ms. Murphy	Yes
Ms. Willaredt	Yes		

Motion carried.

**9. Unfinished Business**

**a. Adopt Levy Ordinance 2018-005 adoption**

Motion: McDonnell Second: Murphy

**ADOPT ORDINANCE 2018-005 LEVY ORDINANCE FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020.**

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Yes
Mr. Hutchings	Yes	Ms. McDonnell	Yes
Mr. Melton	Yes	Ms. Murphy	Yes
Ms. Willaredt	Yes		

Motion carried.

**b. Supplemental Levy Ordinance 2018-006 adoption**

Motion: McDonnell Second: Willaredt

**ADOPT ORDINANCE 2018-006 SUPPLEMENTAL LEVY ORDINANCE FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020.**

Roll Call:

Ms. Akeman	Yes	Mr. Griffin	Yes
Mr. Hutchings	Yes	Ms. McDonnell	Yes
Mr. Melton	Yes	Ms. Murphy	Yes
Ms. Willaredt	Yes		

Motion carried.

**10. Reports**

**a. Friends of the Library – None**

**11. Board Orientation**

**a. Illinois State Library FY2019 Per Capita Grant Application and FY2017 Expenditure Report**

Director Hubert presented the Illinois State Library FY2019 Per Capita Grant Application and FY2017 Expenditure Report

**12. Adjournment**

Motion: Willaredt Second: McDonnell

**THAT THE MEETING BE ADJOURNED AT 7:27 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:**

**November 2018**

Accounts Payable: Regions Checks 22057-22087	\$	31,237.19
Accounts Payable: Bank of Edw Check	\$	-
Issued Monthly Payments - Bank of Edw. Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	32,297.71
Payroll (Net Pay)	\$	62,291.73
Payroll (Taxes & Deductions)	\$	27,334.65
<b>TOTAL</b>	<b>\$</b>	<b>162,482.55</b>

  
Stacy Bond, Accountant 12/6/2018  
Date

**Approved By:**

  
Tina Hubert, Director 12/11/18  
Date

  
Chris Hutchings, President 12-11-18  
Date

  
Marc Griffin, Treasurer 12-11-18  
Date



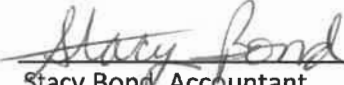
**SIX MILE REGIONAL LIBRARY DISTRICT**

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

**Submitted for Payment:**

**October 2018**

Accounts Payable: Regions Checks 22003-22038	\$	41,486.93
Accounts Payable: Bank of Edw Check	\$	-
Issued Monthly Payments - Bank of Edw. Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	26,224.09
Payroll (Net Pay)	\$	60,976.32
Payroll (Taxes & Deductions)	\$	26,518.96
<b>TOTAL</b>	<b>\$</b>	<b>164,527.57</b>

  
Stacy Bond, Accountant

11/8/2018

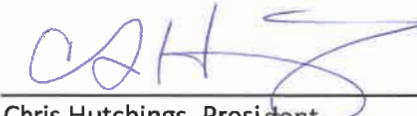
Date

**Approved By:**

  
Tina Hubert, Director


11-13-18

Date

  
Chris Hutchings, President

11-13-18

Date

  
Marc Griffin, Treasurer

12-11-2018

Date