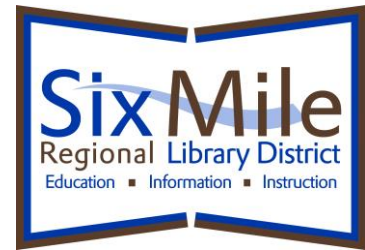


Board Meeting Minutes
June 9, 2020
**Virtual Meeting in Accordance
with [Executive Order 2020-07](#)
and as extended by [EO 2020-39](#)**



Because an in-person SMRLD Board meeting is not practical or prudent due to the COVID-19 Disaster,
the June 9, 2020, board meeting will be held virtually via Zoom.

Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 6:10 P.M.	
2	Approve the agenda without corrections	Approved
4	Approval of Minutes – May 12, 2020, regular board meeting as presented	Approved
5a	Approve Payment of Bills – May 2020 in the amount of \$146,403.36	Roll call-Approved
5b	Accept financial statements – May 2020	Roll call-Approved
8a	President Hutchings appointed the following two people who volunteered to audit the minutes in accordance with 75 ILCS 16/30-65c.	Cicio and Followell-Young
8b	Authorize payment of all usual, regular, and budgeted bills in the event the board of trustees is not able to meet or a quorum is not present during any regularly scheduled board meeting from July 1, 2020 through June 30, 2021.	Roll call-Approved
8c	Set the non-resident fee for fiscal year 2021 at \$115.00 per household in accordance with 75 ILCS 16/30-55.60	Roll call-Approved
8d	Enter closed session at 6:36 P.M. under 5 ILCS 120/2(7) the sale or purchase of securities, investments, or investment contracts.	Roll call-Approved
8d	Return to open session at 6:59 P.M.	Roll call-Approved
8d	Award the Investment Consultant Services to Ehlers Public Finance Advisors	Roll call-Approved
9a	Update the Helen R. Kuentler Fund Endowment Operating Policy	Roll call-Approved
9b	Update the Fiscal Accountability and Investment of Public Funds Policy	Roll call-Approved
9c	Accept the Receipt, Release, and Refunding Agreement from the Helen R Kuentler Interim Trust	Roll call-Approved
12	Adjournment of the board meeting at 7:10 P.M.	Approved

1. **Call to order** - President Hutchings called the meeting to order at 6:10 P.M.
The Regular Monthly Board Meeting of the Six Mile Regional Library District is called to order in accordance with Executive Order 2020-07 and as extended by Executive Order 2020-39.

Members Present:

Mr. Chris Hutchings	President
Ms. Mary Jo Akeman	Vice President
Ms. Linda McDonnell	Secretary
Ms. Julie Willaredt	Treasurer
Ms. Liz Cicio	Trustee
Mr. Adam Followell-Young	Trustee
Mr. Dewey Melton	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 & Marketing Coordinator

2. **Approve Agenda**

Motion: Willaredt Second: Melton

APPROVE THE AGENDA WITHOUT CORRECTIONS

Motion carried.

3. **Public Comments** – None

4. **Approval of Minutes**

Motion: McDonnell Second: Akeman

APPROVE THE MINUTES OF THE MAY 12, 2020, REGULAR BOARD MEETING AS PRESENTED.

Motion carried.

5. **Financial**

a. **Approve Payment of Bills**

Motion: McDonnell Second: Akeman

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: MAY 2020 IN THE AMOUNT OF \$146,403.36

ROLL CALL:

Ms. Akeman	Yes	Ms. Cicio	Yes
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Yes		

Motion carried

b. **Approve Financial Statements**

Motion: McDonnell Second: Followell-Young

ACCEPT THE FINANCIAL STATEMENTS FOR MAY 2020 AS PRESENTED

Roll Call:

Ms. Akeman	Yes	Ms. Cicio	Yes
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes

Ms. Willaredt Yes

Motion carried.

6. Correspondence - Tabled

7. Director's Report

- Youth Services has been busy completing reshelving and cleanup after accent painting and baseboard installation was completed as well as with summer reading 49 children, 7 teens, and 46 adults have registered on Beanstack we are just 9 days into the program
- Curbside pickup started this week 31 pickups were made on Monday with 44 scheduled for Tuesday
- One protester was sighted at Johnson Road on Monday with a Reopen the Library sign displayed in their windshield. Ms. Mahoney spoke with the protester and gave him Director Hubert's contact information
- Staff are back to full schedules
- New hours have started
- Previously cancelled tax preparation appointment are being rescheduled with a new low contact drop off system in place
- Homebound delivery to individuals will resume soon
- Ms. Bond is compiling the first draft of the management budget
- Illinois Heartland Library System will be sending emails regarding updating emails in their L2 system and their upcoming trustee event

8. New Business

a. Appointment of committee to audit minutes of board meetings for the 2019-2020 fiscal year; audit to occur after June 2020 minutes are approved

President Hutchings appointed the following two people who volunteered to audit the minutes in accordance with 75 ILCS 16/30-65c.

Cicio

Followell-Young

b. Authorize Bill Payment During FY2021

Motion: Melton Second: Followell-Young

AUTHORIZE PAYMENT OF ALL USUAL, REGULAR, AND BUDGETED BILLS IN THE EVENT THE BOARD OF TRUSTEES IS NOT ABLE TO MEET OR A QUORUM IS NOT PRESENT DURING ANY REGULARLY SCHEDULED BOARD MEETING FROM JULY 1, 2020 THROUGH JUNE 30, 2021.

Roll Call:

Ms. Akeman	Yes	Ms. Cicio	Yes
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Yes		

Motion carried.

c. Non-resident Fee

Motion: McDonnell Second: Akeman

SET THE NON-RESIDENT FEE FOR FISCAL YEAR 2021 AT \$115.00 PER HOUSEHOLD IN ACCORDANCE WITH 75 ILCS 16/30-55.60

Roll Call:

Ms. Akeman	Yes	Ms. Cicio	Yes
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Yes		

Motion carried.

d. Request for Proposal for Investment Consultant Services Responses & Award

Motion: Cicio Second: McDonnell

ENTER CLOSED SESSION AT 6:36 P.M. UNDER 5 ILCS 120/2(7) THE SALE OR PURCHASE OF SECURITIES, INVESTMENTS, OR INVESTMENT CONTRACTS.

Roll Call:

Ms. Akeman	Yes	Ms. Cicio	Yes
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Yes		

Motion carried.

Motion: Melton Second: McDonnell

RETURN TO OPEN SESSION AT 6:59 P.M.

Roll Call:

Ms. Akeman	Yes	Ms. Cicio	Yes
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Yes		

Motion carried.

Motion: McDonnell Second: Followell-Young

AWARD THE INVESTMENT CONSULTANT SERVICES TO EHLERS PUBLIC FINANCE ADVISORS

Roll Call:

Ms. Akeman	Yes	Ms. Cicio	Yes
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Yes		

Motion carried.

9. Unfinished Business

a. Helen R. Kuenstler Fund Endowment Operating Policy

Motion: Melton Second: Followell-Young

UPDATE THE HELEN R. KUENSTLER FUND ENDOWMENT OPERATING POLICY

Roll Call:

Ms. Akeman	Yes	Ms. Cicio	Yes
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Yes		

Motion carried.

b. Fiscal Accountability and Investment of Public Funds Policy

Motion: McDonnell Second: Melton

UPDATE THE FISCAL ACCOUNTABILITY AND INVESTMENT OF PUBLIC FUNDS POLICY

Roll Call:

Ms. Akeman	Yes	Ms. Cicio	Yes
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Yes		

Motion carried.

c. Receipt, Release, and Refunding Agreement Helen R. Kuenstler Interim Trust

Motion: Melton Second: Akeman

ACCEPT THE RECEIPT, RELEASE, AND REFUNDING AGREEMENT FROM THE HELEN R KUENSTLER INTERIM TRUST

Roll Call:

Ms. Akeman	Yes	Ms. Cicio	Yes
Mr. Followell-Young	Aye	Mr. Hutchings	Aye
Ms. McDonnell	Yes	Mr. Melton	Yes
Ms. Willaredt	Yes		

Motion carried.

10. Reports

- a. Friends of the Library** – – the Friends approved funding the Summer Reading Challenge online presenters and tee shirt prizes for a total of \$2,050.00

11. Board Orientation - None

12. Adjournment

Motion: Akeman Second: Melton

THAT THE MEETING BE ADJOURNED AT 7:10 P.M.

Motion carried.

X

Christopher Hutchings
Board of Trustees President

X

Linda McDonnell
Board of Trustees Secretary