

Board Meeting Minutes
 April 13, 2021
 2001 Delmar Avenue, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 6:03 P.M.	
2	Approve the Agenda without corrections	Approved
4	Approval of Minutes – March 9, 2021 Regular Board Meeting as presented	Approved
5a	Approve Payment of Bills – March 2021 in the amount of \$138,076.40	Roll call-Approved
5b	Accept Financial Statements – March 2021	Roll call-Approved
8a	Recognize and express the Board of Trustees gratitude to the following volunteer tax preparers for the 2021 tax season: Jennifer Baugh, Gabriela Carney, Beth Clark, Juliette Douglas, Tina Hubert, John Kirchner, Suzi Legate, Eric Schneider, and Lisa Spanberger. These volunteers spent approximately 850 collective hours in training, preseason set-up, planning, preparing, and reviewing more than 240 tax returns this year.	Approved
12	Adjournment of the board meeting at 6:29 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
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. Betsy Mahoney	Assistant Director / Johnson Road Manager

2. **Approve Agenda**

Motion: Akeman Second: Cicio

APPROVE THE AGENDA WITHOUT CORRECTIONS

Motion carried

3. **Public Comments** – None

4. **Approval of Minutes**

Motion: Melton Second: Followell-Young

APPROVE THE MINUTES OF THE MARCH 9, 2021, REGULAR BOARD MEETING AS PRESENTED.

Motion carried

5. **Financial**

a. **Approve Payment of Bills**

Motion: McDonnell Second: Followell-Young

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: MARCH 2021 IN THE AMOUNT OF \$138,076.40.

Roll Call:

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

Motion carried

b. **Approve Financial Statements**

Motion: McDonnell Second: Followell-Young

ACCEPT THE FINANCIAL STATEMENTS FOR MARCH 2021 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	Aye		

Motion carried.

6. Correspondence

- Copy of forty-five incident reports from 3/11/2020 through 4/13/2021
- Copy of SMRLD annual certification as submitted [23 IL Admin. Code 3030.200(a)(2)(l)]
- Copy of Certificate of Tax Exempt Property in Madison County as submitted
- Copy of Edwardsville Community Foundation Library Resource Grant Opportunity and award letter for \$600 to develop adult/child book kits on racial healing to be used for a multi-generational book club
- Copy of FY2020 IL Per Capita Grant award letter in the amount of \$54,696.25
- Copy of 62040 April 2021 Elections Facebook group post about SMRLD and trustee jobs
- Customer Thank You letters and notes
 - Nursing Staff GCSD9 for making 3D mask extenders
 - Curbside customer for the curbside crafts “these are lifesavers!”
 - Curbside customer
 - The Fellner Family for childrens' staff
 - The Carter Family for curbside pickup and crafts
 - A 5-star Google review
 - Helen Mance for retirement resolution and remembrance
- Census Bureau Thank You for our efforts in helping to achieve a successful 2020 Census

7. Director's Report

- Director Hubert included in the board packet an Ordinance passed by Granite City Council to close 20th Street between Delmar, Edison, and Niedringhaus until such time as the council takes action to re-open that section of street; so indefinitely and possibly permanently
- Our preliminary calendar year 2022 IMRF notice was received; our rate is expected to drop from (current) 9.73% to 9.06%
- Tax return preparation is wrapping up; this was an intense and productive year

8. New Business

a. Recognition of Volunteer Tax Preparers

Motion: Melton Second: Akeman

RECOGNIZE AND EXPRESS THE BOARD OF TRUSTEES GRATITUDE TO THE FOLLOWING VOLUNTEER TAX PREPARERS FOR THE 2021 TAX SEASON: JENNIFER BAUGH, GABRIELA CARNEY, BETH CLARK, JULIETTE DOUGLAS, TINA HUBERT, JOHN KIRCHNER, SUZI LEGATE, ERIC SCHNEIDER, AND LISA SPANBERGER. THESE VOLUNTEERS SPENT APPROXIMATELY 850 COLLECTIVE HOURS IN TRAINING, PRESEASON SET-UP, PLANNING, PREPARING, AND REVIEWING MORE THAN 240 TAX RETURNS THIS YEAR.

Motion carried.

9. Unfinished Business

- a. Annual Non-Resident Fee** – Tabled until final tax computation report is received from Madison County

10. Reports

a. Friends of the Library –

- There will be no book sale this year; the FOL hopes to have the book sale next May
- The Library cannot accept physical donations at this time; both sheds are full of materials that were set aside for a book sale this year – there is no room

11. Board Orientation – none

12. Adjournment


Motion: Willaredt Second: Followell-Young

THAT THE MEETING BE ADJOURNED AT 6:29 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:

April 2021

Accounts Payable: Regions Checks 23270-23293	\$	27,637.53
Accounts Payable: Busey Bank Checks	\$	-
Issued Monthly Payments - Busey Bank Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	22,335.23
Payroll (Net Pay)	\$	58,262.27
Payroll (Taxes & Deductions)	\$	24,037.12
TOTAL	\$	141,593.42


Stacy Bond, Accountant

5/6/2021


Date

Approved By:


Tina Hubert, Director

5/11/2021

Date


Chris Hutchings, President

5-11-21

Date

Julie Willaredt, Treasurer

Date



OATH OF OFFICE

State of Illinois
County of Madison

I do solemnly affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Library Trustee to the best of my ability.

[Handwritten Signature]

Signature of Person Making Oath

[Handwritten Signature]

Signature of Person Administering Oath

Date: May 11, 2021

Six Mile Regional Library District
Governmental Unit

Trustee May 2021-April 2023
Office and Term

Liz Cicio
Elected Official's Name

3260 Carlson Avenue
Address (House Number and Street or Road Name)

Granite City 62040
City and Zip

618-830-0120
Home Phone

This information will be filed with the County Clerk and the Illinois State Librarian pursuant to 75 ILCS 16/30-40 and made available when inquiries are made by the public concerning local government officials.



2001 Delmar Avenue
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618-452-6238
smrld.org

Tina Hubert
Executive Director

SERVING GRANITE CITY, MITCHELL, AND PONTOON BEACH
SIX MILE REGIONAL LIBRARY DISTRICT
BOARD OF TRUSTEES

BOARD MEMBER COMMITMENT TO SERVE

Recognizing the important responsibility I am undertaking in serving as a member of the Board of Trustees for the Six Mile Regional Library District (SMRLD), I hereby personally pledge to carry out in a trustworthy and diligent manner all the duties and obligations inherent in my role as a member of the board.

My Role:

I acknowledge that my role as a board member is to (1) contribute by defining the Library District's mission and governing the fulfillment of that mission, and (2) carry out the functions of the office of board member as specified in the Library District's bylaws and policies.

My role as a board member will focus on the development of board policies that govern implementation of the institutional plans and purposes. This role is separate and distinct from the role of executive director, to whom is delegated the responsibility of determining the means of implementation of board policies.

My Commitment:

I will exercise the duties and responsibilities of this office with integrity, fairness, and due care.

My Pledge:

- 1) To establish as a high priority my attendance at all meetings of the board and committees on which I serve.
- 2) To come prepared to contribute to the discussion of issues and business to be addressed at scheduled meetings, having read the agenda, and all background material.
- 3) To represent the Library District in a positive and supportive manner at all times and in all places.
- 4) To support in a positive manner all actions taken by the board of directors even when I am in the minority position on such actions. To seek change through ethical and constructive channels.

- 5) To recognize that a board member has no legal authority as an individual and that decisions can be made only by a majority vote at an open board meeting.
- 6) To strive for a positive working relationship with the executive director, respecting the director's authority to advise the board, implement board policy, and administer the district.
- 7) To refrain from intruding in administrative issues that are the responsibility of the management, except to monitor the results and prohibit methods not in agreement with board policy.
- 8) To recognize conflicts of interest between my position as a board member and my personal and professional life. If such a conflict does arise, I will declare that conflict before the board, and refrain from voting on matters in which I have a conflict.
- 9) To observe the parliamentary procedures outlined in Roberts Rules of Order and display courteous conduct in all board and committee meetings.
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- 11) To participate in (a) strategic planning (b) board self-evaluation programs and (c) board development workshops, seminars, and other educational events that enhance my skills as a board member.
- 12) To strive to keep the board focused on its primary work of clarifying the District's purpose, direction, and goals.
- 13) If, for any reason, I find myself unable to carry out the above duties and responsibilities, I agree to resign my position on the Board of Trustees.


Signed

5-11-21
Date





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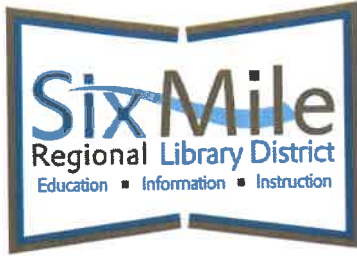
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Adrian Kesteven - Guest
Signed

5-11-21
Date



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State of Illinois
County of Madison

I do solemnly affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Library Trustee to the best of my ability.

Adam Followell-Young

Signature of Person Making Oath

CAH

Signature of Person Administering Oath

Date: May 11, 2021

Six Mile Regional Library District
Governmental Unit

Trustee May 2021 - April 2027

Office and Term

Adam Followell-Young

Elected Official's Name

32 Nassau Street

Address (House Number and Street or Road Name)

Granite City 62040

City and Zip

(618) 610-8071

Home Phone



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State of Illinois
County of Madison

I do solemnly affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Library Trustee to the best of my ability.

Linda M McDonnell
Signature of Person Making Oath

CAH
Signature of Person Administering Oath

Date: May 11, 2021

Six Mile Regional Library District
Governmental Unit

Trustee May 2021 – April 2027
Office and Term

Linda McDonnell
Elected Official's Name

3201 Newell Drive
Address (House Number and Street or Road Name)

Granite City 62040
City and Zip

(618) 452-3201
Home Phone

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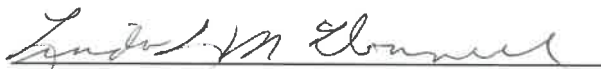
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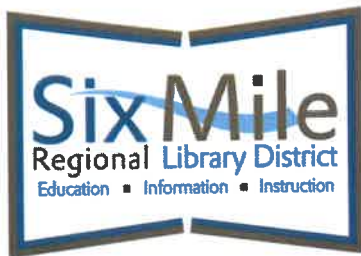
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Signed

5-11-21
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Edward Dewey Melton

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[Signature]

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Date: May 11, 2021

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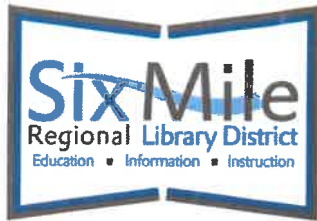
Edward "Dewey" Melton
Elected Official's Name

2509 Westmoreland Drive
Address (House Number and Street or Road Name)

Granite City 62040
City and Zip

(618) 797-0131
Home Phone

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Edward Dewey Melton
Signed

5-11-2021
Date