

Board Meeting Minutes
 October 10, 2023
 2001 Delmar Avenue, Granite City, IL 62040



Summary of Selected Motions

| Agenda Item | Motion | Result |
|-------------|---|--------------------|
| 1 | Call to order at 6:00 P.M. | |
| 2 | Approve the Agenda as Presented | Approved |
| 4 | Approval of Minutes – September 12, 2023 Regular Board Meeting as presented | Approved |
| 5a | Approve Payment of Bills – September 2023, in the amount of \$167,797.24 | Roll call-Approved |
| 5b | Accept Financial Statements – September 2023 | Roll call-Approved |
| 8a | President McDonnell appoints Mary Jo Akeman to collect, collate, and summarize the Executive Director evaluations from the trustees | |
| 8d | Table the Motion to Accept the Contingencies as Presented and Authorize Director Hubert to Execute the Temporary Construction Easement with the Approved Contingencies With or Without Waiving the Fee | Approved |
| 8b | Accept Trustee Chris Hutchings' Resignation from the Board of Trustees. | Approved |
| 8b | Accept the Trustee Replacement Plan as outlined by Director Hubert and set November 18, 2023, at 10 AM as a special board meeting to interview candidates for the trustee vacancy. | Approved |
| 8c | Gratefully appreciate Chis Hutchings' twelve years as a Trustee on the Six Mile Regional Library District Board. | Approved |
| 8e | Approve the agreement between SMRLD and Granite City School District #9 to allow the library to store library materials and equipment and provide a workspace to conduct activities related to preservation and digitization on school district property. | Approved |
| 12 | Adjournment of the board meeting at 7:57 P.M. | Approved |

1. **Call to order** - President McDonnell called the meeting to order at 6:00 P.M.
a. **Roll Call of Board Members Attending and Identification of others in attendance**

Members Present:

| | |
|--------------------------|----------------|
| Ms. Linda McDonnell | President |
| Ms. Liz Cicio | Vice President |
| Mr. Adam Followell-Young | Secretary |
| Mr. Dewey Melton | Treasurer |
| Ms. Mary Jo Akeman | Trustee |
| Ms. Julie Willaredt | Trustee |

Members Absent:

None

Others Present:

| | |
|----------------------------|---|
| Ms. Tina Hubert | Executive Director |
| Ms. Kari Fischer | Administrative & Marketing Coordinator |
| Ms. Kathy Condon-Boettcher | Assistant Director / Delmar Avenue Manager |
| Ms. Betsy Mahoney | Assistant Director / Johnson Road Manager |
| Mr. Patrick Carney | Facilities Manager |
| Mr. Chris Hutchings | Former SMRLD Board Member |
| Mr. Joe Juneau | Juneau Associates, Engineering & Land Surveying |
| Ms. Danielle Juneau | Juneau Associates, Engineering & Land Surveying |

2. **Approve Agenda**

Motion: Willaredt Second: Cicio

APPROVE THE AGENDA AS PRESENTED WITH ACCOMODATIONS FOR AGENDA ITEM 8D PRESENTERS

Motion carried

3. **Public Comments** – Mr. Chris Hutchings expressed his gratitude to the SMRLD Board, Staff, and Executive Director Hubert

6:06 PM Mr. Chris Hutchings left the meeting

- a. **Request to appeal ban** - None

4. **Approval of Minutes**

Motion: Willaredt Second: Akeman

APPROVE THE MINUTES OF THE SEPTEMBER 12, 2023, REGULAR BOARD MEETING AS PRESENTED.

Motion carried

5. **Financial**

- We are one quarter through the fiscal year. With 75% of the year remaining, we are right where we should be in spending.

- a. **Approve Payment of Bills**

Motion: Cicio Second: Melton

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: SEPTEMBER 2023, IN THE AMOUNT OF \$167,797.24

Roll Call:

| | | | |
|---------------------|--------|------------|-----|
| Ms. Akeman | Yes | Ms. Cicio | Aye |
| Mr. Followell-Young | Absent | Mr. Melton | Yes |
| Ms. McDonnell | Yes | Open Seat | |
| Ms. Willaredt | Aye | | |

Motion carried

b. Approve Financial Statements

Motion: Cicio Second: Melton

ACCEPT THE FINANCIAL STATEMENTS FOR SEPTEMBER 2023 AS PRESENTED

Roll Call:

| | | | |
|---------------------|--------|------------|-----|
| Ms. Akeman | Yes | Ms. Cicio | Aye |
| Mr. Followell-Young | Absent | Mr. Melton | Yes |
| Ms. McDonnell | Yes | Open Seat | |
| Ms. Willaredt | Aye | | |

Motion carried.

c. First Read of Levy Ordinance 2023-002 & Supplemental Levy Ordinance 2023-003 - presented by Director Hubert

6. Correspondence

- City of Granite City Temporary Construction Easement acquisition proposal was briefly discussed
- Copies of 5 incident reports
- Copies of items appearing in the media
- Copy of note regarding great customer service
- Copy of Madison County payment received on 9/19 for Partial Real Estate Tax Collected for Prior Years and the Year 2022 in the amount of \$405,726.66
- Copy of Madison County payment received on 9/26 for Partial Real Estate Tax Collected for Prior Years and the Year 2023 in the amount of \$3,388.56
- Copy of the Reception to Honor the Kuenstler Bequest
- Copy of City of Granite City invitation to a Business Summit at The Mill on Wednesday, October 25 from 11 AM - 12:30 PM

7. Director's Report

- The reception in honor of Miss Kuenstler and her generous bequest to the library was held on Sunday, October 8th. Approximately 30 people attended. It was a lovely event.
- Director Hubert will be in Chicago Thursday and Friday for a LIRA retreat.
- The Illinois Heartland Library System annual meeting will be held on Tuesday, October 31st in Edwardsville.
- Staff have been notified that they can (and are encouraged to) wear appropriate costumes on Halloween if they are working.
- Tallin recently completed his MBA from Murray State University in Kentucky. His area of focus was on cybersecurity and the library has already been benefiting from his increase in knowledge.
- Director Hubert talked to a woman who is considering including the library district in her estate planning.

8. New Business

a. Executive Director's Annual Evaluation

President McDonnell appointed Mary Jo Akeman to collect, collate, and summarize the evaluations from the trustees.

6:44 PM Juneau Associates, Engineering & Land Surveying representatives joined the meeting to present item 8d
7:29 PM Juneau Associates, Engineering & Land Surveying representatives left the meeting

- d. **City of Granite City Temporary Construction Easement acquisition proposal of a portion of 2145 Johnson Road property for the improvement project of Johnson Road FAU Route 9083 from Wabash Avenue to Edgewood Avenue**

Motion: Willaredt Second: Cicio

TABLE THE MOTION TO ACCEPT THE CONTINGENCIES AS PRESENTED AND AUTHORIZE DIRECTOR HUBERT TO EXECUTE THE TEMPORARY CONSTRUCTION EASEMENT WITH THE APPROVED CONTINGENCIES WITH OR WITHOUT WAIVING THE FEE

Motion carried.

- b. **Trustee Resignation**

Motion: Willaredt Second: Cicio

ACCEPT TRUSTEE CHRIS HUTCHINGS' RESIGNATION FROM THE BOARD OF TRUSTEES.

Motion carried.

Trustee Resignation Replacement Appointment Plan

Motion: Willaredt Second: Cicio

ACCEPT THE REPLACEMENT PLAN AS OUTLINED BY DIRECTOR HUBERT AND SET NOVEMBER 18, 2023 AT 10 AM AS A SPECIAL BOARD MEETING TO INTERVIEW CANDIDATES FOR THE TRUSTEE VACANCY.

Motion carried.

- c. **Resolution of Appreciation**

Motion: Akeman Second: Melton

GRATEFULLY APPRECIATE CHRIS HUTCHINGS' TWELVE YEARS AS A TRUSTEE ON THE SIX MILE REGIONAL LIBRARY DISTRICT BOARD.

Motion carried.

- e. **Library Materials and Equipment Storage with GCSD9**

Motion: Cicio Second: Willaredt

APPROVE THE AGREEMENT BETWEEN SMRLD AND GRANITE CITY SCHOOL DISTRICT #9 TO ALLOW THE LIBRARY TO STORE LIBRARY MATERIALS AND EQUIPMENT AND PROVIDE A WORKSPACE TO CONDUCT ACTIVITIES RELATED TO PRESERVATION AND DIGITIZATION ON SCHOOL DISTRICT PROPERTY.

Roll Call:

| | | | |
|---------------------|--------|------------|-----|
| Ms. Akeman | Yes | Ms. Cicio | Aye |
| Mr. Followell-Young | Absent | Mr. Melton | Yes |
| Ms. McDonnell | Yes | Open Seat | |
| Ms. Willaredt | Aye | | |

Motion carried.

9. Unfinished Business - None

10. Reports

- a. **Friends of the Library - None**

- b. **IHLS – President McDonnell reported on the recent meeting. Details can be found on the IHLS website at <https://www.illinoisheartland.org/about/board>**

11. Board Orientation - None

12. Adjournment

Motion: Willaredt Second: Cicio

THAT THE MEETING BE ADJOURNED AT 7:57 P.M.

Motion carried

X 

Linda McDonnell
Board of Trustees President

X 

Adam Followell-Young
Board of Trustees Secretary

SIX MILE REGIONAL LIBRARY DISTRICT

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

Submitted for Payment:

October 2023

| | | |
|--|-----------|-------------------|
| Accounts Payable: Royal Banks Checks 10657-10684 | \$ | 29,699.83 |
| Issued Monthly Payments - Royal Banks Checking | \$ | 23,152.03 |
| Issued Monthly Payments - SMRLD Credit Card Payments | \$ | 3,747.46 |
| Issued Monthly Payments - Busey Bank Checking | \$ | 9,321.27 |
| Payroll (Net Pay) | \$ | 69,943.41 |
| Payroll (Taxes & Deductions) | \$ | 28,695.24 |
| TOTAL | \$ | 164,559.24 |



Stacy Bond, Accountant

11/9/2023
Date

Approved By:


Tina Hubert, Director

11/14/23
Date


Linda McDonnell, President

11-14-23
Date


Dewey Melton, Treasurer

11-14-2023
Date