

Board Meeting Minutes
 December 11, 2018
 2145 Johnson Rd, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 6:01 P.M.	
2	Approve the agenda without corrections	Approved
5	Approval of Minutes –November 13, 2018 board meeting.	Approved
6a	Approve Payment of Bills – November 2018 in the amount of \$162,482.55	Roll call-Approved
6b	Accept financial statements – November 2018.	Roll call-Approved
8a	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
8a	Return to open session at 6:45 p.m.	Roll call-Approved
8ai	Move to rate the Executive Director's overall work in 2018 as excellent and honor her contract accordingly	Roll call-Approved
8aii	Move to renew the Executive Director's employment agreement as adjusted.	Roll call-Approved
12	Accept annual treasurer's report as presented.	Roll call-Approved
13	Cancel regular meeting scheduled January 8, 2019.	Roll call-Approved
13	Adjournment of the board meeting at 7:56 P.M.	Approved

1. Call to order

President Hutchings called the meeting to order at 6:01 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. Colleen Hafner	RISE Community Development
Mr. John Burns	Resident

2. Approve Agenda

Motion: Akeman Second: Melton

APPROVE THE AGENDA WITHOUT CORRECTIONS

Motion carried.

3. RISE Project Presentation: Renovating the Historic Granite City YMCA

Ms. Hafner, project manager from Rise Community Development, presented the renovation plans for the historic Granite City YMCA

Ms. Hafner left the meeting at 6:41 P.M.

4. Public Comments - None

5. Approval of Minutes

Motion: Melton Second: Griffin

APPROVE THE MINUTES OF THE NOVEMBER 13, 2018 REGULAR BOARD MEETING AS PRINTED.

Motion carried.

6. Financial

a. Approve Payment of Bills

Motion: Murphy Second: Akeman

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: NOVEMBER 2018 IN THE AMOUNT OF \$162,482.55.

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 Financial Statements

Motion: Akeman Second: McDonnell

ACCEPT THE FINANCIAL STATEMENTS FOR NOVEMBER 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.

7. Correspondence

- Copy of Madison County Historical Society November 2018 newsletter
- Copy of Did you know? Facebook Cover photo featuring SMRLD card in wallet
- Copy of Dickey Sign Co, Route 203 & Maryville Rd billboard, flyer from the Chamber of Commerce Southwestern Madison County
- Copy of Coordinated Youth & Human Services STEM Program program
- Copy of Granite City CEO Savor the Season program
- Copy of Granite City High School Theatre Department 12th Annual Holiday Production *A Christmas Carol* Playbill Sponsored in Partnership with The Six Mile Regional Library District
- Copy of email correspondence regarding SMRLD library patron's ability to use their card at another library
- Copy of a thank you email for SMRLD Excel classes
- Copy of Director Hubert's FDPL Academy Certificate of Education for participation in the December 6, 2018 one-hour webinar: Managing Someone Else's Money
- Copy of thank you letter from The Chamber of Commerce Southwestern Madison County to Director Hubert for her involvement in their 78th Annual Meeting
- Copy of photo showing the completion of the curb cut-outs for accessibility at the intersection of 20th Street and Delmar Avenue and the addition of two new street lamps
- Copies of 11 SMRLD Incident Reports
 - Copies of 3 banned patron letters
- Copies of SMRLD items appearing in the media

8. Director's Report

a. Human Resources/Personnel

Mr. Curran is running for Granite City School Board in the April 2, 2019 Consolidated Election

Motion: Griffin Second: Willaredt

ENTER CLOSED SESSION AT 6:51 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: McDonnell Second: Akeman

RETURN TO OPEN SESSION AT 7:38 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

Motion: McDonnell Second: Murphy

MOVE TO RATE THE EXECUTIVE DIRECTOR'S OVERALL WORK IN 2018 AS EXCELLENT AND HONOR HER CONTRACT ACCORDINGLY.

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.

ii. Executive Director Contract Renewal

Motion: Melton Second: Willaredt

MOVE TO RENEW THE EXECUTIVE DIRECTOR'S EMPLOYMENT AGREEMENT AS ADJUSTED.

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. Facilities & Operations

TIF Grant railing on the slopped entrance is scheduled to be installed in January

9. New Business – None

10. Unfinished Business – None

11. Reports

a. Friends of the Library – None

12. Board Orientation

a. Annual Treasurer's Report

Motion: McDonnell Second: Akeman

ACCEPT ANNUAL TREASURER'S REPORT 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.

b. **Brief overview of Lulu, the staff intranet** - Tabled

c. **2019 Legislative Meet-ups Edwardsville (Friday 8, 2019, 8:00 AM)**

Vice President Akeman and Secretary McDonnell expressed an interest in attending

13. Adjournment

Motion: McDonnell Second: Melton

CANCEL REGULAR MEETING SCHEDULED JANUARY 8, 2019.

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: Griffin Second: Willaredt

THAT THE MEETING BE ADJOURNED AT 7:56 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 2018

Accounts Payable: Regions Checks 22108-22136	\$	34,617.77
Accounts Payable: Bank of Edw Check	\$	-
Issued Monthly Payments - Bank of Edw. Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	39,155.72
Payroll (Net Pay)	\$	66,555.91
Payroll (Taxes & Deductions)	\$	29,999.20
TOTAL	\$	179,649.87


Stacy Bond, Accountant 1/8/2019
Date

Approved By:


Tina Hubert, Director 2/12/19
Date


Chris Hutchings, President 2-12-19
Date


Marc Griffin, Treasurer 2-12-19
Date

SIX MILE REGIONAL LIBRARY DISTRICT

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

Submitted for Payment:

January 2019


Accounts Payable: Regions Checks 22157-22182	\$	29,189.86
Accounts Payable: Bank of Edw Check	\$	-
Issued Monthly Payments - Bank of Edw. Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	31,595.86
Payroll (Net Pay)	\$	58,410.54
Payroll (Taxes & Deductions)	\$	25,650.79
TOTAL	\$	154,168.32


Stacy Bond, Accountant 2/7/2019
Date

Approved By:


Tina Hubert, Director 2/12/19
Date


Chris Hutchings, President 2-12-19
Date


Marc Griffin, Treasurer 2-12-19
Date