

Board Meeting Minutes
May 12, 2020
Virtual Meeting in Accordance
with [Executive Order 2020-07](#)



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 6:00 P.M.	
2	Approve the agenda without corrections	Approved
4	Approval of Minutes – March 10, 2020, regular board meeting as presented	Approved
5a	Approve Payment of Bills – March 2020 in the amount of \$187,782.97 and April 2020 in the amount of \$151,804.94	Roll call-Approved
5b	Accept financial statements – March and April 2020	Roll call-Approved
5c	Approve, for attendance at the Public Library Association Annual Conference in Nashville Tennessee, post-travel reimbursement costs of Linda McDonnell in the amount of \$704.06	Roll call-Approved
8a	Begin previously approved new hours as soon as feasible when the Library reopens to the public	Roll call-Approved
8b	Adopt the SMRLD Rules to Maintain Safe Behavioral Practices	Roll call-Approved
12	Approve changing the location of future Board meetings to Delmar Avenue to maintain appropriate distancing or via Zoom if the Library is not open to the public.	Approved
12	Adjournment of the board meeting at 6:46 P.M.	Approved

1. **Call to order** - President Hutchings called the meeting to order at 6:00 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. Juliette Douglas	Deputy Director
Mr. Tallin Curran	IT & Facilities Manager
Ms. Kari Fischer	Administrative Assistant

2. **Approve Agenda**

Motion: Willaredt Second: Akeman

APPROVE THE AGENDA WITHOUT CORRECTIONS

Motion carried.

3. **Public Comments** – None

4. **Approval of Minutes**

Motion: McDonnell Second: Followell-Young

APPROVE THE MINUTES OF THE MARCH 10, 2020, REGULAR BOARD MEETING AS PRESENTED.

Motion carried.

5. **Financial**

a. **Approve Payment of Bills**

Motion: Melton Second: Followell-Young

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED:

MARCH 2020 IN THE AMOUNT OF \$187,782.97 AND APRIL 2020 IN THE AMOUNT OF \$151,804.94

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: Cicio Second: Followell-Young

ACCEPT THE FINANCIAL STATEMENTS FOR MARCH AND APRIL 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.

c. Approve Trustee Travel Expense Reimbursement for PLA Conference

Motion: Akeman Second: Melton

APPROVE, FOR ATTENDANCE AT THE PUBLIC LIBRARY ASSOCIATION ANNUAL CONFERENCE IN NASHVILLE TENNESSEE, POST-TRAVEL REIMBURSEMENT COSTS OF LINDA MCDONNELL IN THE AMOUNT OF \$704.06

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

- Management Team is meeting frequently
- New Zoom room is scheduled and full with meetings and programs
- Materials will be quarantined for the recommended amount of time before recirculating

8. New Business

a. Re-opening the Library to the public

i. New Hours

Motion: Melton Second: Followell-Young

BEGIN PREVIOUSLY APPROVED NEW HOURS AS SOON AS FEASIBLE WHEN THE LIBRARY REOPENS TO THE PUBLIC

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.

ii. Adopt SMRLD Rules to Maintain Safe Behavioral Practices

Motion: McDonnell Second: Melton

BEGIN PREVIOUSLY APPROVED NEW HOURS AS SOON AS FEASIBLE WHEN THE LIBRARY REOPENS TO THE PUBLIC

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.

iii. In-person programs canceled through at least August 31, 2020

- b. Overview of Madison County Tax Year 2019 Tax Computation Report** – Director Hubert presented an overview of the Madison County Tax Year 2019 Tax Computation Report

9. Unfinished Business – None

10. Reports

- a. Friends of the Library –The annual book sale to be held May 28 – 30 has been canceled.

11. Board Orientation - None

12. Adjournment

Motion: Akeman Second: McDonnell

**APPROVE CHANGING THE LOCATION OF FUTURE BOARD MEETINGS TO DELMAR AVENUE TO
MAINTAIN APPROPRIATE DISTANCING OR VIA ZOOM IF THE LIBRARY IS NOT OPEN TO THE PUBLIC.**

Motion carried.

Motion: Melton Second: Cicio

THAT THE MEETING BE ADJOURNED AT 6:46 P.M.

Motion carried.

X

Christopher Hutchings
Board of Trustees President

X

Linda McDonnell
Board of Trustees Secretary

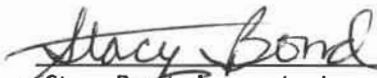
SIX MILE REGIONAL LIBRARY DISTRICT

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

Submitted for Payment:

May 2020

Accounts Payable: Regions Checks 22873-22892	\$	28,060.69
Accounts Payable: Busey Bank Check	\$	-
Issued Monthly Payments - Busey Bank Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	21,993.27
Payroll (Net Pay)	\$	60,122.42
Payroll (Taxes & Deductions)	\$	26,905.71
TOTAL	\$	146,403.36


Stacy Bond, Accountant

6/4/2020

Date

Approved By:

Tina Hubert, Director

Date

Chris Hutchings, President

Date

Julie Willaredt, Treasurer

Date