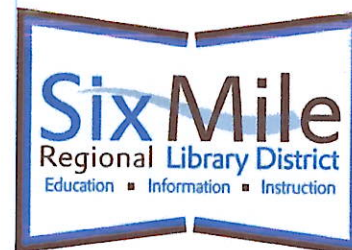


Board Meeting Minutes
November 14, 2023
2001 Delmar Avenue, Granite City, IL 62040



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 – October 10, 2023 Regular Board Meeting as presented	Approved
5a	Approve Payment of Bills – October 2023, in the amount of \$164,559.24	Roll call-Approved
5b	Accept Financial Statements – October 2023	Roll call-Approved
5c	Adopt Levy Ordinance 2023-002	Roll call-Approved
5d	Adopt Supplemental Levy Ordinance 2023-003	Roll call-Approved
5e	Accept Treasurer's Annual Report	Roll call-Approved
8a	Set Board Meeting Dates for 2024	Approved
8b	Set Holiday Closures for 2024	Approved
9a	Enter closed session at 6:33 P.M.in accordance with 5ILCS 120/2(c)1 The appointment, compensation, discipline, performance, or dismissal of specific employees of the public body...	Roll call-Approved
	Return to open session at 6:51 P.M.	Roll call-Approved
	Rate the Executive Director's performance as Outstanding and honor her contract accordingly.	Roll call-Approved
9b	Enter closed session at 6:53 P.M. in accordance with 5ILCS 120/2(c)3 The selection of a person to fill a public office...	Roll call-Approved
	Return to open session at 7:13 P.M.	Roll call-Approved
	Set a special Board Meeting for Tuesday, December 5, at 6 PM if both candidates can attend to interview for the open trustee position	Roll call-Approved
9ba	Cancel the special Board Meeting scheduled for Saturday, November 18, at 10 AM.	Roll call-Approved
9c	Accept the contingencies as presented and authorize Director Hubert to execute the temporary construction easement with the approved contingencies.	Roll call-Approved
	Waive the \$300 Fee	Roll call-Failed
12	Adjournment of the board meeting at 7:25 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

2. **Approve Agenda**

Motion: Akeman Second: Cicio

APPROVE THE AGENDA AS PRESENTED

Motion carried

3. **Public Comments** – None

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

4. **Approval of Minutes**

Motion: Cicio Second: Melton

APPROVE THE MINUTES OF THE OCTOBER 10, 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: Akeman Second: Followell-Young

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: OCTOBER 2023, IN THE AMOUNT OF \$164,559.24

Roll Call:

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

Motion carried

- b. **Approve Financial Statements**

Motion: Akeman Second: Cicio

ACCEPT THE FINANCIAL STATEMENTS FOR OCTOBER 2023 AS PRESENTED

Roll Call:

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

Motion carried.

c. Adopt Levy Ordinance 2023-002

Motion: Cicio Second: Followell-Young

ADOPT LEVY ORDINANCE 2023-002

Roll Call:

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

Motion carried.

Cicio exited the meeting at 6:12 P.M.

d. Adopt Supplemental Levy Ordinance 2023-003

Motion: Melton Second: Followell-Young

ADOPT SUPPLEMENTAL LEVY ORDINANCE 2023-003

Roll Call:

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

Motion carried.

Cicio returned to the meeting at 6:14 P.M.

e. Treasurer's Annual Report

Motion: Akeman Second: Followell-Young

ACCEPT TREASURER'S ANNUAL REPORT

Roll Call:

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

Motion carried.

6. Correspondence

- Copies of 7 incident reports and 1 banned letter
- Copies of Google 4-Star Review for Johnson Road
- Copy of email from Mandy Saia, Library Program Specialist, Illinois State Library regarding receipt of notification of a vacancy on the SMRLD board of trustees
- Copy of letter from ISL Director Greg McCormick regarding 75 ILCS 16/30-20 d and e to fill a vacancy on the board of trustees
- Copy of letter from Director Hubert to Mayor Parkinson and City Council regarding a request to hold summer library programs at The Mill in 2024
- Copy of FOIA request and response regarding the library's participation in the Federal Erate Program

- Copy of History Channel request to use footage from SMRLD digitized video recording of Senator John F. Kennedy at Bellemore Village in Granite City on Monday, October 3, 1960, and Library response
- Copies of Thank you cards from Irene Mueller on behalf of Jerry Bernard, Linda Kratz, and herself regarding the reception honoring Helen Kuentler and her generous gift to the library
- Copy of Thank you email sent to Denise Bommarito regarding the pumpkin painting program
- Copy of the Library's request to withdraw from the FEMA COVID-19 reimbursement program (reimbursement was received through the Illinois Department of Commerce and Economic Opportunities)
- Copy of SOAR scholarship program book with SMRLD advertisement
- Copy of partial real estate payment from Madison County Treasurer in the amount of \$425,865.27 on 10/17/2023
- Copy of Pontoon Beach TIF surplus distribution of \$16,106.09 on 10/31/2023

7. Director's Report

- During regular maintenance it was discovered that there was a problem with the heat exchangers at Johnson Road; both units were rusted out which could have resulted in Carbon Monoxide in the building had they been used. Many thanks to Patrick Carney and Matyas Heating for their quick action in repairing the units.
- The ASPEN Discovery layer is coming – this is a software layer over our catalog and electronic resources; the intent is to make materials more discoverable. SMRLD is in the first cohort. Staff training will occur during December. More about this at the January board meeting.
- The final quarterly staff meeting of the calendar year is scheduled for Friday, December 8, the library will close at 3 PM that day. Granite City Police Officer Lt. Adam Connor will make a presentation and take questions from staff. Additional topics include the Freedom of Information Act procedures; Incident Reports; and Hoaxes.
- 2024 Staff Meetings scheduled for Friday, Mar 15; Friday, Jun 7; and Friday, Sep 20; all from 9 A.M. to 12 P.M.; and Friday, Dec 6, 2024, from 3 to 6 P.M.
- Kathy will be providing staff with additional training on First Amendment Audits.
- Congratulations to Mary Jo for her 47 continuous years on the Library board and to Linda for her 20 continuous years on the board.

8. New Business

a. Set Board Meeting Dates for 2024

Motion: Melton Second: Willaredt

SET BOARD MEETING DATES FOR 2024.

Motion carried.

b. Set Holiday Closures for 2024

Motion: Willaredt Second: Followell-Young

SET HOLIDAY CLOSURES FOR 2024.

Motion carried.

9. Unfinished Business

a. Executive Director's Annual Evaluation [closed session]

Motion: Cicio Second: Willaredt

ENTER CLOSED SESSION AT 6:33 P.M. IN ACCORDANCE WITH 5ILCS 120/2(C)1 THE APPOINTMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY...

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.

Motion: Cicio Second: Followell-Young

RETURN TO OPEN SESSION AT 6:51 P.M.

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.

Motion: Melton Second: Cicio

RATE THE EXECUTIVE DIRECTOR'S PERFORMANCE AS OUTSTANDING AND HONOR HER CONTRACT ACCORDINGLY.

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. Trustee Replacement Appointment Plan [closed session]

Motion: Willaredt Second: Cicio

ENTER CLOSED SESSION AT 6:53 P.M. IN ACCORDANCE WITH 5ILCS 120/2(C)3 THE SELECTION OF A PERSON TO FILL A PUBLIC OFFICE...

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.

Motion: Akeman Second: Willaredt

RETURN TO OPEN SESSION AT 7:13 P.M.

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.

Motion: Cicio Second: Willaredt

SET A SPECIAL BOARD MEETING FOR TUESDAY, DECEMBER 5, AT 6 P.M. IF BOTH CANDIDATES CAN ATTEND TO INTERVIEW FOR THE OPEN TRUSTEE POSITION

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.

a. Special Board Meeting Saturday, November 18, 2023, 10 A.M.

Motion: Willaredt Second: Followell-Young

CANCEL THE SPECIAL BOARD MEETING SCHEDULED FOR SATURDAY, NOVEMBER 18, AT 10 A.M.

Roll Call:

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

Motion carried.

c. 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: Melton Second: Cicio

ACCEPT THE CONTINGENCIES AS PRESENTED AND AUTHORIZE DIRECTOR HUBERT TO EXECUTE THE TEMPORARY CONSTRUCTION EASEMENT WITH THE APPROVED CONTINGENCIES.

Roll Call:

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

Motion carried.

Motion: Melton Second: Followell-Young

WAIVE THE \$300 FEE.

Roll Call:

Ms. Akeman	No	Ms. Cicio	No
Mr. Followell-Young	No	Mr. Melton	Yes
Ms. McDonnell	No	Open Seat	
Ms. Willaredt	No		

Motion failed.

10. Reports

- a. Friends of the Library** - The Friends met on Tuesday, November 7th at the Johnson Road Library
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

- a. Cancel December 12, 2023, regular board meeting - Tabled**

12. Adjournment

Motion: Willaredt Second: Cicio


THAT THE MEETING BE ADJOURNED AT 7:25 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:

November 2023

Accounts Payable: Royal Banks Checks 10702-10721	\$	35,886.54
Issued Monthly Payments - Royal Banks Checking	\$	18,648.41
Issued Monthly Payments - SMRLD Credit Card Payments	\$	6,104.76
Issued Monthly Payments - Busey Bank Checking	\$	9,321.27
Payroll (Net Pay)	\$	71,226.35
Payroll (Taxes & Deductions)	\$	29,981.57
TOTAL	\$	171,168.90


Stacy Bond, Accountant

12/7/2023

Date


Approved By:


Tina Hubert, Director

1/9/2024
Date


Linda McDonnell, President

1-9-24
Date


Linda McDonnell, Treasurer

1-9-24
Date

SIX MILE REGIONAL LIBRARY DISTRICT

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

Submitted for Payment:


December 2023

Accounts Payable: Royal Banks Checks 10741-10762	\$	67,791.02
Issued Monthly Payments - Royal Banks Checking	\$	25,174.74
Issued Monthly Payments - SMRLD Credit Card Payments	\$	6,024.47
Issued Monthly Payments - Busey Bank Checking	\$	9,321.27
Payroll (Net Pay) 3 pay periods	\$	112,148.52
Payroll (Taxes & Deductions)	\$	47,294.45
TOTAL	\$	267,754.47


Stacy Bond, Accountant

1/4/2024
Date

Approved By:


Tina Hubert, Director

1/9/2024
Date


Linda McDonnell, President

1-9-24
Date


Linda McDonnell, Treasurer

1-9-24
Date