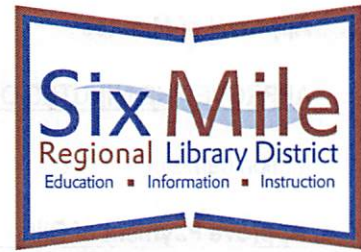


Board Meeting Minutes
January 13, 2015
2001 Delmar Ave, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 7:04 P.M.	
2	Approve the agenda without additions and corrections.	Approved
3	Approval of Minutes –November 18, 2014 board meeting.	Approved
4a	Approve Payment of Bills – November 2014 invoices in the amount of \$560,124.27.	Roll call-Approved
4a	Approve Payment of Bills – December 2014 invoices in the amount of \$193,639.22.	Roll call-Approved
4b	Approve Financial Statements – November 2014.	Roll call-Approved
4b	Approve Financial Statements – December 2014.	Roll call-Approved
7a	Accept Fiscal Year 2013-2014 annual audit as presented.	Roll call-Approved
11a	Close the library for the dates presented for 2015 holidays.	Roll call-Approved
11b	Pursuant to ILCS 75 16/30-50 a set the dates times, and places for regular meetings of the Six Mile Regional Library District as the second Tuesday of each month as presented.	Roll call-Approved
11c	Set Friday, April 17, 2015, as staff development day when the library district will be closed to the public.	Roll call-Approved
13	Adjournment of the board meeting at 8:14 P.M.	Approved

1. Call to order

President Trimmer called the meeting to order at 7:04 P.M.

Members Present:

Ms. Mary Trimmer	President
Ms. Jane Isenburg	Vice President
Mr. Chris Hutchings	Secretary
Ms. Mary Jo Akeman	Treasurer
Ms. Linda McDonnell	Trustee
Mr. Ron Selph	Trustee
Ms. Deborah von Nida	Trustee

Others Present:

Ms. Tina Hubert	Executive Director
Ms. Juliette Douglas	Deputy Director
Ms. Kari Fischer	Administrative Assistant
Mr. Tallin Curran	IT & Facilities Manager
Dean Salvatore	Principle, Scheffel Boyle-CPAs
Michelle Gruenewald	Desk Assistant, Johnson Rd
Darrell Jones	Granite City Resident

2. Additions and Corrections to the Agenda

Motion: Isenburg Second: von Nida

APPROVE THE AGENDA WITHOUT ADDITIONS AND CORRECTIONS.

Motion carried.

3. Approval of Minutes

Motion: Selph Second: McDonnell

APPROVE THE MINUTES OF THE NOVEMBER 18, 2014 REGULAR BOARD MEETING AS PRINTED.

Motion carried.

4. a. Approve Payment of Bills

Motion: von Nida Second: Selph

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: NOVEMBER 2014 IN THE AMOUNT OF \$560,124.27.

Roll Call:

Ms. Akeman	Yes	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Yes	Ms. von Nida	Yes
Ms. McDonnell	Yes		

Motion carried.

Motion: Hutchings Second: Akeman

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: DECEMBER 2014 IN THE AMOUNT OF \$193,639.22.

Roll Call:

Ms. Akeman	Yes	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Yes	Ms. von Nida	Yes
Ms. McDonnell	Yes		

Motion carried.

4. b. Approve Financial Statements

Motion: von Nida Second: McDonnell

ACCEPT THE FINANCIAL STATEMENTS FOR NOVEMBER 2014 AS PRESENTED.

Roll Call:

Ms. Akeman	Yes	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Yes	Ms. von Nida	Yes
Ms. McDonnell	Yes		

Motion carried.

Motion: Hutchings Second: McDonnell

ACCEPT THE FINANCIAL STATEMENTS FOR DECEMBER 2014 AS PRESENTED.

Roll Call:

Ms. Akeman	Yes	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Yes	Ms. von Nida	Yes
Ms. McDonnell	Yes		

Motion carried.

5. Open Forum

None

6. Communications

- Incident Report

- 9 in November and 3 in December
- Thank you note to Director Hubert for her time spent sharing the renovation and Gib Singleton Memorial Exhibition
- Code of Service & Expectation Parking Memo
- Thank you and happy holiday wishes from The Lowenbaum Partnership
- Thank you to Director Hubert for speaking at the IHLS Member Day on October 20, 2014
- Letter from State Representative Jay Hoffman about the Live and Learn Construction Grant Program
- Thank you letter from the United Way for our generous support to the Tri-Cities Division
- Belleville News Democrat article "Humanities Council to hold Ferguson roundtable in Granite City"
- Email correspondence regarding the elevator repairs
- Illinois State Library Certification confirmation
- Email correspondence regarding the USS Trust
- Thank you letter from the United Way for our support during the 2014 annual fundraising campaign
- Print outs of recent Facebook comments
- Letter awarding the FY2015 Illinois Public Library Per Capital Grant

7. Director's report of the library

- 2015 ILA Trustee Workshop to be held on Saturday, February 14 in Oak Brook, IL- no one expressed interest in attending
- Items remaining at Niedringhaus School continue to be sold and donated, with the goal of being completely moved out by the end of January
- Library Per Capital Grant requirements were passed out and will be reviewed at a later meeting

a. Annual Audit

- presentation made by Dean Salvatore, CPA
Motion: Selph Second: von Nida

ACCEPT FISCAL YEAR 2013-2014 ANNUAL AUDIT AS PRESENTED.

Roll Call:

Ms. Akeman	Yes	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Absent	Ms. von Nida	Absent
Ms. McDonnell	Yes		

Motion carried.

b. Delmar Avenue update

- Elevators are in the process of being repaired
- Renovation to be featured in the February issue of the ILA Reporter
- The Commercial Works of Terry Ravanelli Art Exhibit in conjunction with the Alfresco Art Center on display January thru February
- Granite City High School advanced art student's reflective self-portraits to go on display in late January

c. Johnson Road update

- New energy efficient interior lighting has been installed
- New exterior lighting installation to follow

d. Personnel Update

- With the retirement of the Assistant Branch Manager, staffing needs at Johnson Road were evaluated. The Assistant Branch Manager position will not be filled. Instead two additional positions were opened: a part-time desk assistant and a full-time research librarian
- Will soon advertise the open research librarian position
- Ms. Paula Dauksha was promoted to Library Department Assistant at Johnson Road

- Through the internal bid process the two open Johnson Road part-time desk assistant positions have been filled leaving two part-time positions open at Delmar Avenue: desk assistant and floater
- The part-time positions at Delmar Avenue were filled through the internal bid process, which leaves three open part-time aide positions
- Interviews for the open part-time aide positions are in process
- Interviews for the open part-time custodial position are in process

8. Reports of Standing Committees

- a. Personnel Committee [von Nida, McDonnell, Selph]
 - i. Executive Director Evaluation
Discussions postponed until February board meeting
- b. Book and Public Relations Committee [Isenburg, von Nida, McDonnell]
None
- c. Buildings, Grounds, & Equipment Committee [Akeman, Selph, Hutchings]
None
- d. Finance Committee [Selph, von Nida, Isenburg, McDonnell]
None
- e. Planning & Development Committee [Hutchings, Isenburg, McDonnell, Akeman]
None

9. Reports of Special Committees

- a. Friends Group Committee Report: Next meeting to be held on Wednesday, January 28 at Johnson Road

10. a. Property

None

11. a. 2015 Closed for Holidays Dates

Motion: Selph Second: Akeman

CLOSE THE LIBRARY FOR THE DATES PRESENTED FOR 2015 HOLIDAYS.

Roll Call:

Ms. Akeman	Yes	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Yes	Ms. von Nida	Yes
Ms. McDonnell	Yes		

Motion carried.

11. b. 2015 Board Meeting Dates

Motion: Selph Second: Akeman

PURSUANT TO ILCS 75 16/30-50 A SET THE DATES TIMES, AND PLACES FOR REGULAR MEETINGS OF THE SIX MILE REGIONAL LIBRARY DISTRICT AS THE SECOND TUESDAY OF EACH MONTH AS PRESENTED.

Roll Call:

Ms. Akeman	Yes	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Yes	Ms. von Nida	Yes
Ms. McDonnell	Yes		

Motion carried.

11. c. 2015 Staff Development Day- Friday, April, 17, 2015

Motion: Isenburg Second: McDonnell

SET FRIDAY, APRIL 17, 2015, AS STAFF DEVELOPMENT DAY WHEN THE LIBRARY DISTRICT WILL BE CLOSED TO THE PUBLIC.

Roll Call:

Ms. Akeman	Yes	Mr. Selph	Yes
Mr. Hutchings	Yes	Ms. Trimmer	Yes
Ms. Isenburg	Yes	Ms. von Nida	Yes
Ms. McDonnell	Yes		

Motion carried.

12. a. FOIA changes

Director Hubert discussed the new Illinois State Law changes pertaining to FOIA

12. b. ILA Legislative Breakfast- Friday, February 20, 2015

Administrative Assistant Fischer will contact the members of the board to inquire if they will attend

12. c. 2015 Library Conferences (ALA June 25-29 San Francisco; ILA October 22-24 Peoria)

Due to budgetary constraints no one will attend the 2015 ALA Conference

13. Adjournment

Motion: Selph Second: von Nida

THAT THE MEETING BE ADJOURNED AT 8:14 P.M.

Motion carried.

X Mary C. Trimmer

Mary Trimmer
Board of Trustees President

X Christopher Hutchings

Christopher Hutchings
Board of Trustees Secretary

SIX MILE REGIONAL LIBRARY DISTRICT

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

Submitted for Payment:

January 2015

Accounts Payable: Regions Checks 18609 - 18637	\$	36,504.96
Accounts Payable: Bank of Edw Checks	\$	-
Issued Monthly Payments - Bank of Edw. Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	20,908.90
Payroll (Net Pay)	\$	53,627.45
Payroll (Taxes & Deductions)	\$	25,675.10
TOTAL	\$	146,037.68




Stacy Bond, Accountant

2/5/2015

Date

Approved By:



Tina Hubert, Director


2/10/15

Date



Mary Trimmer, President

Date



Mary Jo Akeman, Treasurer

Date