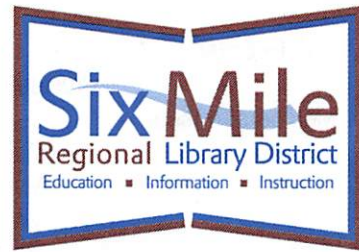


Board Meeting Minutes
 October 13, 2015
 2001 Delmar Avenue, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 7:08 P.M.	
2	Approve the agenda without additions and corrections.	Approved
3	Approval of Minutes –September 8, 2015 public hearing combined budget & appropriations ordinance.	Approved
3	Approval of Minutes –September 8, 2015 board meeting.	Approved
4a	Approve Payment of Bills – September 2015 invoices in the amount of \$180,020.12.	Roll call-Approved
4b	Approve financial statements – September 2015.	Roll call-Approved
10b	Approve Ordinance 2015-03 Levy Ordinance for the fiscal year beginning July 1, 2016 and ending June 30, 2017.	Roll call-approved
10c	Approve Ordinance 2015-04 Supplemental Levy Ordinance for the fiscal year beginning July 1, 2016 and ending June 30, 2017.	Roll call-approved
11a	Cancel the regular board meeting scheduled for December 8, 2015.	Roll call-approved
13	Adjournment of the board meeting at 8:25 P.M.	Approved

1. Call to order

President Trimmer called the meeting to order at 7:08 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

Members Absent:

Ms. Deborah von Nida	Trustee
Ms. Mary Whitehead	Trustee

Others Present:

Ms. Tina Hubert	Executive Director
Mr. Tallin Curran	IT & Facilities Manager
Ms. Kari Fischer	Administrative Assistant

2. Additions and Corrections to the Agenda

Motion: Isenburg Second: Hutchings

APPROVE THE AGENDA WITHOUT ADDITIONS AND CORRECTIONS.

Motion carried.

3. Approval of Minutes

Motion: McDonnell Second: Isenburg

APPROVE THE MINUTES OF THE SEPTEMBER 8, 2015 PUBLIC HEARING COMBINED BUDGET & APPROPRIATIONS ORDINANCE AS PRINTED.

Motion carried.

Motion: McDonnell Second: Isenburg

APPROVE THE MINUTES OF THE SEPTEMBER 8, 2015 REGULAR BOARD MEETING AS PRINTED.

Motion carried.

4. a. Approve Payment of Bills

Motion: McDonnell Second: Hutchings

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: SEPTEMBER 2015 IN THE AMOUNT OF \$180,020.12.

Roll Call:

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

Motion carried.

4. b. Approve Financial Statements

Motion: McDonnell Second: Hutchings

ACCEPT THE FINANCIAL STATEMENTS FOR SEPTEMBER 2015 AS PRESENTED.

Roll Call:

Ms. Akeman	Yes	Ms. Trimmer	Yes
Mr. Hutchings	Yes	Ms. von Nida	Absent

Ms. Isenburg	Yes	Ms. Whitehead	Absent
Ms. McDonnell	Yes		

Motion carried.

5. Open Forum
None

6. Communications

- A printout of the October 12, 2015 Youth Events Facebook post
- CEO Empowerment Day Flyer
- Letter from the ISL requesting the library's audit for the period 7/1/2014-6/30/2015 when it is completed to fulfill a Public Library Construction Act grant award requirement
- Notice from Illinois State Treasurer that the Illinois Funds or E-Pay operations are not anticipated to be impacted as a results of the State's Budget Impasse
- Notice of Partial Real Estate Payment for 104 Six-Mile Reg. Library tax collected for prior years and the year 2014
- 21 Incident Reports
- Copy of the SHARE help desk ticket submitted by Director Hubert regarding Polaris not recording transactions
- Thank you email to Mr. McGee from Tierney James regarding her author signing event
- Flyers from Southwestern Illinois College's Senior Companion Program and Adult Education: Tuition-Free Classes, Programs, and Services
- Copies of local media items featuring SMRLD
- Copy of the Madison County Historical Society Newsletter

7. Director's report of the library

- The per capita grant application that has historically been due in October will, starting this year, be due in January
- The per capita grant application is nearly completed and Director Hubert expects to present it to the Board at the November meeting
- The CEO Class begins meeting at the Delmar Avenue location on Monday, October 13, 2015 for the duration of the upcoming semester
- Director Hubert and Mr. Curran are now members of the Madison County Historical Society Board, which meets on the third Thursday of each month
- Ms. Jean Smith previously known as Juanita Gonzales, visiting from California, recorded a historical account of her life in Granite City with Director Hubert and Mr. Curran; Ms. Smith is 89 years young
- ISL Capital Needs Assessment Survey has been completed and submitted to the Illinois State Library
- Zinio SHARE Collection Subscription list

a. Facilities

- New entry doors have been installed at Johnson Road
- Hallway lights in the Delmar Avenue employee entrance are malfunctioning
- The ongoing elevator issues at Delmar Avenue continue to be evaluated
- The ongoing water issues at Delmar Avenue continue to be evaluated

b. Programs

- More adult programing planned than in the past
- Adult programs are being better received
- One-on-one classes are getting a good response

8. Reports of Standing Committees

a. Personnel Committee [von Nida, McDonnell, Whitehead]

- Apology letter from Mr. LaPorte, Staff Representative AFSCME Council 31

- i. Bargaining Unit Contract
 - Director Hubert presented a copy of the 2015-2017 Agreement Between the Six Mile Regional Library District Board of Trustees and The American Federation of State, County and Municipal Employees, AFL-CIO and a discussion followed
 - President Trimmer and Director Hubert signed the bargaining unit agreement ratified by union members on September 18, 2015 and previously approved by this board of trustees.
- ii. Executive Director Contract
 - Director Hubert distributed two different styles of sample evaluation forms to the Board
- b. Book and Public Relations Committee [Isenburg, von Nida, McDonnell]

None
- c. Buildings, Grounds, & Equipment Committee [Akeman, Whitehead, Hutchings]

None
- d. Finance Committee [Akeman, von Nida, Isenburg, McDonnell]

None
- e. Planning & Development Committee [Hutchings, Isenburg, McDonnell, Akeman]

None

9. Reports of Special Committees

- a. Friends Group Committee Report: Patio Book Sale was held at 2145 Johnson Road on Saturday, October 3, 2015 from 9:00 AM to Noon. The Annual Book Sale held May 28 – May 30, 2015 report shows net proceeds of \$4,676.19. The September 15, 2015 Treasurer's Report shows an ending balance of \$11,809.68. The September 14, 2015 Ongoing Book Sale report shows total sales of \$1,326.04 for 2015.

10. a. Property
None

10. b. Levy Ordinance

Motion: McDonnell Second: Hutchings

APPROVE ORDINANCE 2015-03 LEVY ORDINANCE FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017.

Roll Call:

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

Motion carried.

10. c. Supplemental Levy Ordinance

Motion: Hutchings Second: Isenburg

APPROVE ORDINANCE 2015-04 SUPPLEMENTAL LEVY ORDINANCE FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017.

Roll Call:

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

Motion carried.

11. a. Board meeting scheduled December 8, 2015

Motion: Isenburg Second: McDonnell

CANCEL THE REGULAR MEETING OF THE SIX MILE REGIONAL LIBRARY DISTRICT BOARD OF TRUSTEES SCHEDULED FOR DECEMBER 8, 2015.

Roll Call:

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

Motion carried.

12. Board Orientation

a. Administrative Ready Reference

- Director Hubert presented the Checklist of Annual Requirements for Public Libraries from the Illinois State Library's Administrative Ready Reference website

13. Adjournment

Motion: McDonnell Second: Isenburg

THAT THE MEETING BE ADJOURNED AT 8:25 P.M.

Motion carried.

X

Mary C. Trimmer

Mary Trimmer
Board of Trustees President

X

Ch 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:

October 2015

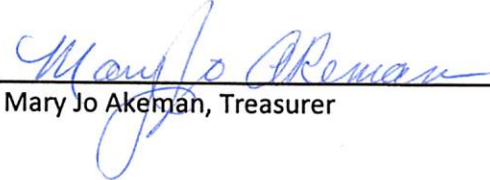
Accounts Payable: Checks 19091 - 19125	\$	34,973.41
Accounts Payable: Bank of Edw Checks	\$	-
Issued Monthly Payments - Bank of Edw. Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	27,297.96
Payroll (Net Pay)	\$	84,640.61
Payroll (Taxes & Deductions)	\$	36,885.97
TOTAL	\$	193,119.22


Stacy Bond, Accountant 11/5/2015
Date

Approved By:


Tina Hubert, Director Date


Mary Trimmer, President Date


Mary Jo Akeman, Treasurer Date