

Six Mile Regional Library District
Board Meeting Minutes
January 11, 2011
2001 Delmar Avenue, Granite City, Illinois

Summary of Selected Motions

Agenda Item	Motion	Result
2	Approval of Agenda Amend to add 11 c. IMRF Authorized Agent Resolution	Approved as amended
3	Approval of Minutes Minutes of November 9, 2010 public hearing and regular board meeting	Approved
5	Payment of Bills Approve the November invoices in the amount of \$59,520.66, paid in December	Roll call - approved
6	Financial Statements Accept the financial statements for November and December as presented	Roll call - approved
10	Six Month Evaluation of Director Go into closed session regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity. Return to open session. Honor the employment agreement with Mrs. Hubert with a salary increase effective January 1, 2011.	Approved Approved Roll call - approved
11 a	2011 Holidays Close the Library on Monday, December 26, 2011 and Monday, January 2, 2012 in observance of Christmas Day and New Year's Day	Roll call - approved
11 b	2011 Board Meetings Dates, Times, & Places Approve 2011 calendar year dates, times & places for board meetings	Approved
11 c	IMRF Authorized Agent Resolution Remove Maureen Hayes; add Stacy Bond	Roll call - approved

1. Call to Order

Ms. McDonnell, President, presided and called the meeting to order at 7:00 p.m.

Members present:

Ms. Mary Jo Akeman	Trustee
Mr. Jonathan Ferry	Treasurer (arrived at 7:17 p.m.)
Ms. Jane Isenburg	Secretary
Ms. Linda McDonnell	President
Mr. Ron Selph	Trustee
Ms. Mary Trimmer	Trustee
Ms. Deborah von Nida	Trustee

Members absent:

None

Others present:

Ms. Tina Hubert	Director
Ms. LeKettra Bennett	Administrative Assistant
Ms. Stacy Bond	Accountant
Mr. Tallin Curran	Information Technology Manager

2. Approval of agenda

Motion: Selph

Second: Von Nida

President McDonnell asked to amend the agenda to include 11c: IMRF Authorized Agent Resolution.

THAT THE BOARD APPROVES THE AGENDA AS AMENDED.

Motion carried.

3. Approval of minutes

Motion: Von Nida

Second: Selph

THAT THE MINUTES OF THE NOVEMBER 9, 2010, PUBLIC HEARING AND REGULAR BOARD MEETINGS BE ACCEPTED AS PRESENTED.

Motion carried.

4. Communications

Mrs. Tina Hubert presented a card from Georgeann and Alex Hilmer thanking the district board for their generosity and support during the difficult time of Mr. Hilmer's passing.

5. Payment of Bills

Motion: Selph

Second: Von Nida

THAT THE FOLLOWING BILLS BE APPROVED FOR PAYMENT AS PRESENTED.
NOVEMBER 2010 - \$59, 520.66

Roll Call:

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

Motion carried.

6. Financial Statements

Motion: Trimmer

Second: Isenburg

THE BOARD ACCEPTS THE FINANCIAL STATEMENTS FOR NOVEMBER AND DECEMBER AS PRESENTED.

Roll Call:

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

Motion carried.

7. Director's Report of the Library

- December required a great deal of personnel work

Mr. Ferry arrived at 7:17 p.m.

- Three people have been hired: Ms. Stacy Bond, Accountant; Mr. Tallin Curran, Information Technology Manager; and Miss LeKettra Bennett, Administrative Assistant
- Since December, Ms. Lynda Seegert, Ms. Jeanette Kampen, and Ms. Hubert have been covering the reference desk; Ms. Juliette Douglas has been substituting at the reference desk Monday and Thursday evenings, which she will continue to do through the month of February. After February,

Ms. Douglas will cover the reference desk on Monday evenings only and Ms. Seegert will return to covering the desk Thursday evenings

- The reference librarian position will be advertised as soon as the description is updated; the board agreed that it's a good idea to hire a temporary contractor to staff the reference desk for 25 hours a week until a permanent full-time reference librarian is hired
- The library district now has 3 PolyTalk kits, a system to communicate with non-English speaking patrons at each of the 3 Circulation desks
- The ILA Library Trustee Forum 2011 Workshop will be held in Lisle in February and in Springfield in March; Jane Isenburg, Mary Trimmer, and Linda McDonnell will attend
- The library district has an application in for the State Library's ILEAD.U program meant to train library staff how to use participatory technologies to address a particular community issue. Our project on local history is entitled "Six Miles of Local History." Ms. Seegert, Mr. Curran, and Ms. Kampen will be representing our library at the program in March, June, and October to learn the new technologies (if we receive the award).
- Five library employees have recently received summons for Madison County jury duty.
- Ms. Brenda Whitaker wants to feature the library in a Downtown Granite City Commercial, to be filmed in May, and aired in the cinema in town.
- Ms. Kathy Andria is our liaison to the trust that was created by the American Bottoms Conservancy from a ruling against United States Steel. Our hope to replace the small windows in the Delmar Avenue building has been delayed. The trust has requested that the library receive three bids and the information on what will be the actual energy savings. We will begin the bid process right away.
- Scott Cousins from the Press-Record Journal was recently at the library for a story on eReaders.

8. Reports of Standing Committees

a. Personnel Committee

This committee's report will be under unfinished business.

b. Book and Public Relations Committee

No report.

c. Buildings, Grounds, and Equipment

No Report

d. Finance Committee

No Report

e. Planning and Development Committee

Wants to have a meeting for brainstorming and visioning in February regarding plans for the future.

Ms. McDonnell, as Ex Officio, wants to attend all committee meetings.

9. Reports of Special Committees

a. Lewis and Clark Report

Deadlines for the merger are being met; they are creating a new board for the new library system, and a strategic plan to be ready by February. Ms. Leslie Bednar, Lewis & Clark Library System

Director, sent information on an upcoming Library Diversity program, a Census Bureau training opportunity, a performance showcase, and a workshop about the best small library contest.

b. Friends Group Committee

At the December 1, 2010, meeting the committee decided to fund the restoration of our meeting room table. They also agreed to pay for a table that is being made for youth services. The book sale is coming up in June. The next Friends meeting should be in March 2011.

Mr. Curran and Ms. Hubert suggested selling flash drives to alleviate patron issues of needing to save resumes and other items on the public use computers. It was the consensus of the board that this is a good idea.

10. Unfinished Business

Six month Evaluation of the Director.

Motion: Von Nida

Second: Selph

THAT THE BOARD GOES INTO EXECUTIVE SESSION REGARDING THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE TO DETERMINE ITS VALIDITY.

Motion carried.

Motion: Von Nida

Second: Selph

THAT THE BOARD RETURN TO OPEN SESSION.

Motion carried.

Motion: Von Nida

Second: Selph

THAT THE BOARD EXPRESS ITS SATISFACTION WITH THE PERFORMANCE OF MS. HUBERT BY HONORING THE EMPLOYMENT AGREEMENT WITH A SALARY INCREASE.

Roll Call:

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

11. New Business

a. Holidays 2011

Ms. Hubert suggested that since Christmas 2011 and New Year's 2012 are both on Sundays, the Monday after each be considered as the paid holiday and the library be closed.

Motion: Selph

Second: Ferry

THAT THE BOARD CLOSE THE LIBRARY ON MONDAY, DECEMBER 26, 2011, AND MONDAY, JANUARY 2, 2012, IN OBSERVANCE OF THE CHRISTMAS AND NEW YEAR'S HOLIDAYS.

Roll Call:

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

Motion carried.

b. Board Meeting Dates and Times

Ms. Hubert requested setting the board meeting dates, times, and places for the entire 2011 calendar year.

Motion: Selph Second: Akeman

Motion carried

c. IMRF Authorized Agent Resolution

Motion: Selph Second: Akeman

THAT THE BOARD REMOVE MS. MAUREEN HAYES AND ADD MS. STACY BOND AS IMRF AUTHORIZED AGENT.

Roll Call:

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

Motion carried.

12. Adjournment

Motion: Selph Second: Trimmer

THAT THE MEETING BE ADJOURNED. (8:15 P.M.)

Motion carried.

Attest:

X *Jane Isenburg*

Ms. Jane Isenburg
Board of Trustee's Secretary

X *Linda M. McDonnell*

Ms. Linda McDonnell
Board of Trustee's President

