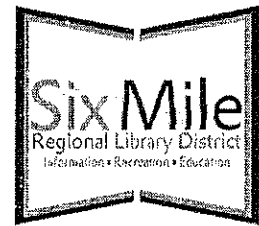


Board Meeting Minutes
July 12, 2011
2001 Delmar Avenue, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 7:04 p.m.	
2	Approval of Agenda	Approved
3	Approval of Minutes Approve minutes of the June 14, 2011 regular board meeting	Approved
6	Payment of Bills Approve the June 2011 invoices in the amount of \$126,601.21	Roll call - approved
7	Financial Statements Accept the financial statements for June 2011 as presented	Roll call - approved
8 b	FY 2012 revised budget Accept the FY 2012 budget as amended	Roll call - approved
14	Adjournment Adjournment of the board meeting at 8:21 p.m.	Approved

1. **Call to order**

President McDonnell presided and called the meeting to order at 7:04 p.m.

Members present:

Ms. Mary Jo Akeman	Trustee
Mr. Chris Hutchings	Trustee
Ms. Linda McDonnell	President
Mr. Ron Selph	Vice President
Ms. Mary Trimmer	Treasurer

Members Absent:

Ms. Jane Isenburg	Secretary
Ms. Deborah von Nida	Trustee

Others Present:

Ms. Tina Hubert	Director
Mr. Steve Barney	Buildings & Grounds Manager

2. **Approval of agenda**

Motion: Akeman Second: Selph

APPROVE THE AGENDA

Motion carried.

3. **Approval of minutes**

Motion: Selph Second: Trimmer

APPROVE THE MINUTES OF THE JUNE 14, 2011 REGULAR BOARD MEETING AS PRINTED.

Motion carried.

4. **Open Forum**

None

5. **Communications**

- Letter from Anne Craig, Illinois State Library Director, announcing SMRLD FY12 OCLC services fees. OCLC is the non-profit organization that provides access to WorldCat (a worldwide catalog used for interlibrary loan) and FirstSearch (a database of journal articles). OCLC recently received the statewide contract for these services
- E-mail from Connie Frankenfeld, Illinois State Library, stating SMRLD was not selected to participate in *Business and Libraries: Working Together* project
- SMRLD incident report dated 6/21/11
- Resolution from Lewis & Clark Library System specifically commending Linda McDonnell for her many contributions to the development of the System and through it the strengthening of all member libraries
- News Articles:
 - Press Record, Wednesday, June 22, 2011, Life section with photos from balloon program at Johnson Road building

- Press Record, Wednesday, June 29, 2011, Front page and section B with photos from magic show at Delmar Avenue building
- Press Record, Wednesday, June 29, 2011, page A2 article about adult summer reading program
- Letter from Anne Craig, Illinois State Library Director, announcing FY2012 Illinois Public Library Per Capita and Equalization Aid Grants application
- Letter from Jesse White, Secretary of State and State Librarian, encouraging application to the FY2012 Illinois Public Library Per Capita and Equalization Aid Grant
- Fax from Brian Konzen, attorney, providing a copy of communication between Brian Konzen and Mattjew Tomc for Ameren
- Granite City Downtown Business Bits newsletter, volume 1, issue 5
- Circle News July and August 2011 newsletter from Gateway Regional Medical Center, which is provided in the brochure rack of the Delmar Avenue building

6. Payments of bills

Motion: Hutchings Second: Selph

THAT THE FOLLOWING INVOICES BE APPROVED FOR PAYMENT AS PRESENTED:

JUNE 2011 - \$126,601.21

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.

7. Financial Statements

Motion: Akeman Second: Selph

ACCEPT THE PRELIMINARY FINANCIAL STATEMENTS FOR JUNE 2011 AS PRESENTED, WITH THE UNDERSTANDING THAT FINAL FINANCIALS WILL BE AVAILABLE AFTER THE AUDIT.

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.

8. Director's report of the library

a. Health Insurance

Director Hubert brought to the board's attention a mistake that had been made by the Blue Cross Blue Shield of Illinois (BCBSIL) authorized agent. Each time quoted premiums were verified, the quote had remained steady at a vastly reduced rate (compared to Local Government Health Plan) until Monday, June 27, 2011, when the BCBSIL authorized agent sent the rate acceptance letter to the insurance broker; in the rate letter was a substantially increased monthly premium. The rate, however, is still less than Local Government Health Plan.

b. FY 2012 revised budget

Motion: Selph Second: Trimmer

APPROVE REVISED FY2012 BUDGET AS PRESENTED: REDUCING TRAVEL, TECHNOLOGY, MISCELLANEOUS, AUTOMATION TIMESHARE (reflects a decrease from the Lewis & Clark Library

System board of directors), AND FURNITURE/EQUIPMENT IN ORDER TO INCREASE BUDGETED COSTS FOR GROUP INSURANCE PREMIUMS.

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.

- c. Utilities
Brian Konzen, city and library attorney, continues to seek detailed information from Ameren regarding the alleged billing error.

9. Reports of Standing Committees

President McDonnell appointed trustee Hutchings to Buildings, Grounds & Equipment and Planning & Development committees.

- a. Personnel Committee (von Nida, Selph, Trimmer)
Britta Krabill is the SMRLD new reference librarian as of this date.
- b. Book and Public Relations Committee (Isenburg, von Nida, Selph)
None
- c. Buildings, Grounds, & Equipment Committee (Akeman, Trimmer, Hutchings)
New computers have been purchased for use at circulation desks. New flooring is being installed in the downstairs staff area. Director Hubert's office will remain upstairs, a wall will be constructed between the Accountant and Director desks, a door will be installed, and venting will be split. The use of staff areas for optimal workflow is being considered. Once staff areas are settled, we will embark on a process for repurposing public spaces.
- d. Finance Committee (Trimmer, von Nida, Isenburg, Selph)
None.
- e. Planning & Development Committee (Hutchings, Isenburg, Selph, Akeman)
None.

10. Reports of Special Committees

- a. Lewis & Clark Report
President McDonnell states this report will now be the Illinois Heartland Library System (IHLS) Report. The IHLS came into being on July 1; it is amazing that four systems have come together as one. First there was a planning panel, then a transition board, and now the new IHLS board that has fifteen board members. Four IHLS board members are from the former Lewis & Clark Library System service area: Linda McDonnell (2 years), Susan Mendelsohn, Betsy Mahoney, and Brock Peoples. State Library staff Anne Craig, Greg McCormick, and Lawren Tucker were very helpful during the entire process. President McDonnell is on the search committee for an IHLS executive director and there are thirteen candidates for the position. Location for IHLS has not yet been determined.
- b. Friends Group Committee Report
Friends made more than \$5,000 in the annual summer book sale. President McDonnell attended an after sale meeting to discuss adjustments for the future.

11. Unfinished Business

None.

12. New Business

None.

CERTIFICATION OF
COMBINED BUDGET AND APPROPRIATION ORDINANCE

I, Jane Isenburg, Officer and keeper of the records of Six Mile Regional Library District, DO HEREBY CERTIFY that the attached Combined Budget and Appropriation Ordinance 2011-01 is a true and correct copy of the Ordinance adopted by the Board on September 13, 2011.

Signed: Jane A. Isenburg

Dated: 9-13-11

SECTION III

Cash on hand – beginning of fiscal year (unaudited)

Operating fund		\$ 780,534.01
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Estimated cash on hand – end of fiscal year

Operating fund		\$ 780,534.01
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SECTION IV

That the Board of Trustees of the Six Mile Regional Library District hereby applies for a specific fund to be accumulated from the unexpended balance of the proceeds received from library taxes, said fund to be accumulated and set aside as a reserve for the purchase of sites and for construction and furnishing of buildings, or remodeling and improvement of existing buildings and to furnish necessary equipment for said buildings, for library purposes in accordance with Chapter 75, Section 16/30-85 of the Illinois Compiled Statutes or may be transferred to the Working Cash Fund in accordance with Chapter 75, Section 16/30-95, Illinois Compiled Statutes.

SECTION V

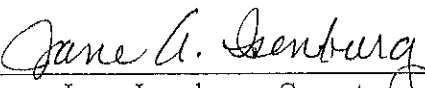
That this Ordinance shall be in full force and effect form and after its passage as provided by law.

PASSED this 13th day of September, 2011.

STATE OF ILLINOIS)
): SS
 COUNTY OF MADISON)

I, JANE ISENBURG, Secretary of the Six Mile Regional Library District, Madison County, Illinois, hereby certify that the above foregoing Budget and Appropriation Ordinance No. 2011-01, is a true, correct, and complete copy of the Ordinance; that the same was duly adopted at the meeting duly held and convened on the 13th day of September, 2011, and the same has not been altered or changed in any respect and is in full force and effect.

Dated this 13th day of September, 2011.



 Jane Isenburg, Secretary

2011-01

COMBINED BUDGET AND APPROPRIATION ORDINANCE
 SIX MILE REGIONAL LIBRARY DISTRICT
 GRANITE CITY, ILLINOIS

BE IT PROPOSED BY THE BOARD OF TRUSTEES OF THE SIX MILE REGIONAL LIBRARY DISTRICT, GRANITE CITY, ILLINOIS:

It is hereby proposed to defray all necessary expenses and liabilities of the Six Mile Regional Library District, Granite City, Illinois, for the fiscal year beginning July 1, 2011, and ending June 30, 2012, for the library purposes and objects as hereinafter more particularly specified and which expenses and liabilities are to be paid and discharged from revenues anticipated by the district as hereinafter set forth, to wit:

SECTION I FOR GENERAL LIBRARY PURPOSES:

Proposed for:

	Operating Fund	Other Funds
a) Personnel Expenditures	\$ 1,302,803.96	
b) Operating Expenditures	\$ 198,860.60	\$ 29,381.00
c) Capital Expenditures	\$ 121,035.33	\$ 47,363.23
Subtotals	\$ 1,622,699.89	\$ 76,744.23
TOTAL PROPOSED:		\$ 1,699,444.12

SECTION II ANTICIPATED REVENUES:

a) General Fund		\$ 1,331,390.55
b) IMRF		\$ 89,341.71
c) FICA		\$ 68,640.58
d) Insurance		\$ 21,245.90
e) Audit		\$ 3,127.85
f) Building Maintenance		\$ 108,953.30
Subtotal		\$ 1,622,699.89
g) Mobile Home tax		\$ 2,181.00
h) Fines, fees, & interest		\$ 21,200.00
i) Photocopies		\$ 6,000.00
j) Miscellaneous		\$ 100.00
k) Memorials/Gifts		\$ 100.00
l) State PCG		\$ 47,163.23
TOTAL ANTICIPATED REVENUES:		\$ 1,699,444.12

SIX MILE REGIONAL LIBRARY DISTRICT
2001 Delmar Avenue
Granite City, IL 62040
618-452-6238

Submitted for Payment:

August 2011

Accounts Payable: Checks 16392 - 16435	\$	34,659.31
Issued Monthly Payments	\$	21,481.79
Payroll (Net Pay)	\$	47,879.51
Payroll (Taxes & Deductions)	\$	24,950.07
TOTAL	\$	128,970.68

Stacy Bond 9/8/2011
Stacy Bond, Accountant Date

Approved By:

Tina Hubert 9/13/11
Tina Hubert, Director Date

Linda McDonnell 9-13-11
Linda McDonnell, President Date

Mary Trimmer 9/13/11
Mary Trimmer, Treasurer Date

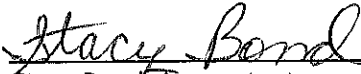
SIX MILE REGIONAL LIBRARY DISTRICT

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

Submitted for Payment:

July 2011

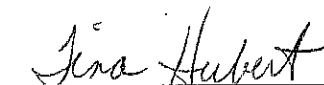
Accounts Payable: Checks 16319 - 16367	\$	41,772.82
Issued Monthly Payments	\$	13,187.51
Payroll (Net Pay)	\$	70,584.52
Payroll (Taxes & Deductions)	\$	36,051.63
TOTAL	\$	161,596.48


Stacy Bong, Accountant


8/4/2011

Date

Approved By:


Tina Hubert, Director

9/13/11
Date


Linda McDonnell, President

9-13-11

Date


Mary Trimmer, Treasurer

9/13/11
Date

13. Board Orientation

- a. It's the law 75ILCS 16/30
75/ILCS is the Illinois statute that allows public library districts to be created in our state. 16/30 is the section that outlines trustee responsibilities and authority. Article 35 taxation is an important section to be aware (starts on page 34). When the new Illinois Library Laws & Rules is published in January 2012 everyone will receive the updated version.
- b. Bylaws
The Board officially reviewed SMRLD bylaws last year and will again review them next year.

14. Adjournment

Motion: Trimmer

Second: Selph

THAT THE MEETING BE ADJOURNED AT 8:21 p.m.

Motion carried.

X Linda McDonnell 9-13-11

Linda McDonnell
Board of Trustees President

X Jane A. Isenburg

Jane Isenburg
Board of Trustees Secretary