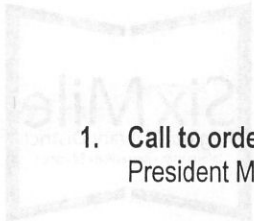


Board Meeting Minutes  
June 12, 2012  
2145 Johnson Road, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 7:00 p.m.	
2	Additions and corrections to the agenda Agenda approved as presented	Approved
3	Approval of Minutes Approve minutes of the May 8, 2012 board meeting	Approved
6	Payment of Bills Approve the May 2012 invoices in the amount of \$142,863.36	Roll call-Approved
7	Financial Statements Accept the financial statements for May 2012 as presented	Roll call-Approved
8a	Johnson Road Carpeting Project Approve Closing of the Johnson Road facility on Wednesday, July 11, 2012	Roll call-Approved
8c	Staff Development Day Approve Closing of the Library District on Friday, August 3, 2012	Roll call-Approved
8d	Staff Updates Resolution in honor of Donna Asbeck upon her retirement Recognition of Janice Noland 40 years of service	Approved Approved
9c	Buildings, Grounds, and Equipment Committee Approve continued research on Johnson Road facility roof for comparable bids & use of reserves.	Roll call-Approved
12a	Prevailing wage resolution	Roll call-Approved
12b	File trustee information with County Clerk	Approved
12d	Establish the 13 <sup>th</sup> month to close FY2012 financial books by July 31.	Roll call-Approved
14	Adjournment Adjournment of the board meeting at 8:09 p.m.	Approved



1. Call to order

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

Members present:

- Ms. Mary Jo Akeman Trustee
- Ms. Jane Isenburg Secretary
- Ms. Linda McDonnell President
- Mr. Ron Selph Vice President
- Ms. Mary Trimmer Treasurer
- Mr. Chris Hutchings Trustee (Arrived at 7:02 p.m.)
- Ms. Debbie Von Nida Trustee

Members Absent:

Others Present:

- Ms. Tina Hubert Director
- Ms. Angela Bradfisch Administrative Assistant
- Mr. Tallin Curran Operations Manager

2. Additions and corrections to the agenda

Motion: Von Nida Second: Selph

MOVE TO APPROVE THE AGENDA AS PRESENTED

Motion carried.

3. Approval of minutes

Motion: Selph Second: Trimmer

MOVE TO APPROVE THE MINUTES OF THE MAY 8, 2012 REGULAR BOARD MEETING AS PRINTED.

Motion carried.

4. Open Forum

None

5. Communications

- Incident Reports:
  - 5/7/12; Patron let another patron borrow his cell phone, which resulted in the borrower walking away with the device. The police were called and the phone was returned.
  - 5/15/12; Patron was found sleeping under a table. Police were called and police banned patron from library. Man recently returned and was told by Director rules must be followed in order for his presence to be allowed in library.
- Posting flyers regarding Farmers' Markets.
- Director shared photo of a bulletin board made by her in 1987 when working in Youth Department.

6. Payments of bills

Motion: Von Nida Second: Isenburg

THAT THE FOLLOWING INVOICES BE APPROVED FOR PAYMENT AS PRESENTED:

MAY 2012 - \$142,863.36

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.

**7. Financial Statements**

Motion: Selph Second: Hutchings

**ACCEPT THE FINANCIAL STATEMENTS FOR MAY 2012 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.

**8. Director's report of the library**

- a. FY 2013 Budget: Revenue coming in this year will be approximately \$68,000 more than last year.
- b. Johnson Road Carpeting Project – Library will need to be closed for one day, Wednesday, July 11, 2012

Motion: Selph Second: Trimmer

**APPROVE CLOSING THE LIBRARY FACILITY LOCATED AT 2145 JOHNSON ROAD ON WEDNESDAY, JULY 11, 2012 FOR THE PURPOSE OF CARPETING.**

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.

- c. Staff Development Day – Speaker will be Dan Wiseman, who will discuss changes occurring in libraries, and how to deal with them. Marc Voegele from Express Professionals Services will also be doing a presentation on generations in the workforce.

Motion: Von Nida Second: Akeman

**APPROVE CLOSING THE LIBRARY DISTRICT ON FRIDAY, AUGUST 3, 2012 FOR THE PURPOSE OF STAFF DEVELOPMENT.**

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.

- d. Staff Updates

- o Tallin Curran is now Operations Manager; this position combines IT and buildings and grounds; costs saved by creating this one position will be used to create a part-time position for I.T.
- o Resolution for Donna Asbeck.

Motion: Akeman Second: Von Nida

**APPROVE A RESOLUTION HONORING DONNA ASBECK, CHILDREN'S COORDINATOR, UPON HER RETIREMENT, FOR MORE THAN THIRTY-THREE YEARS OF DISTINGUISHED SERVICE TO THE SIX MILE REGIONAL LIBRARY DISTRICT.**

Motion Carried.

- o Presented Janice Noland with a gift in gratitude with 40 years of exemplary service with the library.

Motion: Self Second: Isenburg

**PRESENT JANICE NOLAND WITH A BOOK CLOCK FOR HER 40 YEARS OF EXEMPLARY SERVICE TO THE SIX MILE REGIONAL LIBRARY DISTRICT.**

Motion Carried.

**9. Reports of Standing Committees**

- a. Personnel Committee [Von Nida, Selph, Trimmer]
  - i. Collective Bargaining Unit negotiations
    - o Language is being revised through the Union contract negotiations. Next meeting is Thursday, June 21, 2012 at 11 a.m.
- b. Book and Public Relations Committee [Isenburg, Von Nida, Selph]
  - None
- c. Buildings, Grounds, & Equipment Committee [Akeman, Trimmer, Hutchings]
  - o Research is being done for a new roof at the Johnson Road branch.

Motion: Akeman Second: Selph

**APPROVE CONTINUED RESEARCH ON JOHNSON ROAD FACILITY ROOF FOR COMPARABLE BIDS & USE OF RESERVES**

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.

- o Some of the hail damaged windows have been removed. Roof will also need repair and we will go to bid with the assistance of Trivers Associates.
- o May be hearing about Construction Grant by the end of June.
- d. Finance Committee [Trimmer, Von Nida, Isenburg, Selph]
  - None
- e. Planning & Development Committee [Hutchings, Isenburg, Selph, Akeman]
  - None

**10. Reports of Special Committees**

- a. Illinois Heartland Library System Report:  
President McDonnell reported the system had a meeting to discuss insurance. Polaris is the new platform. ISL report – budget has not been cut. Parcel of property in Edwardsville is being sold. Annual meeting being held in Edwardsville on Tuesday, June 26, at 5:00 p.m. Open Meetings Act training is due by December 31, 2012.
- b. Centennial Committee Report:  
Trustee Isenburg reported on the Shriner's Display. The Summer Olympics will be the display for July 2012.
- c. Friends Group Committee Report:  
Director Hubert reported that the Friends had their annual sale. Their income was slightly less than last year.

**11. Unfinished Business**

Slate of officers/election of officers

President McDonnell presented the following slate:

President: Ron Selph

Vice President: Mary Trimmer

Secretary: Mary Jo Akeman

Treasurer: Jane Isenburg

Motion: Von Nida Second: Hutchings

**MOVE TO ACCEPT THE SLATE AS PRESENTED AND ELECT THE OFFICERS BY ACCLIMATION.**

Motion carried.

**12. New Business**

- a. Prevailing wage resolution.

Motion: Akeman Second: Selph

**APPROVE THE RESOLUTION OF DETERMINATION OF PREVAILING WAGE AS PRESENTED IN ACCORDANCE WITH 820 ILCS 130/1.**

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.

- b. Filing of names and addresses of trustees and officers and their respective terms of office.

Motion: Akeman Second: Selph

**APPROVE SECRETARY SIGNING A LETTER LISTING TRUSTEES NAMES AND TERMS AND MAIL A COPY TO THE COUNTY CLERK AND STATE LIBRARIAN AS SOON AS POSSIBLE IN ACCORDANCE WITH 75 ILCS 16/30-40.**

Motion carried.

- c. Appointment of Committee to Audit Minutes of Board Meetings for the 2011-2012 fiscal year  
President McDonnell appointed Trustee Hutchings and Trustee Akeman to audit FY2012 board meeting minutes immediately prior to the upcoming July board meeting.

d. Establish thirteenth month for June 2012 bills payment.

Motion: Selph Second: Hutchings

**IN ORDER TO PAY THE BILLS THROUGH JUNE 30, 2012, THE BUSINESS OFFICE BE AUTHORIZED TO CLOSE THE BOOKS AS OF JULY 31, 2012, FOR THE FISCAL YEAR ENDING JUNE 30, 2012**

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.

**13. Board Orientation**

None

**14. Adjournment**

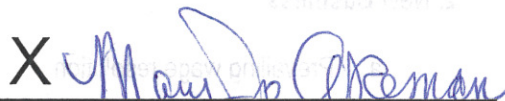
Motion: Selph Second: Trimmer

**THAT THE MEETING BE ADJOURNED AT 8:09 p.m.**

Motion carried.

X 

Ron Selph  
Board of Trustees President

X 

Mary Jo Akeman  
Board of Trustees Secretary

**SIX MILE REGIONAL LIBRARY DISTRICT**

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

**Submitted for Payment:**

**June 2012**

Accounts Payable: Checks 16969 - 17008	\$	93,400.59
Issued Monthly Payments	\$	15,060.09
Payroll (Net Pay)	\$	73,381.28
Payroll (Taxes & Deductions)	\$	36,965.45
<b>TOTAL</b>	<b>\$</b>	<b>218,807.41</b>

  
Stacy Bond, Accountant

7/5/2012  
Date

**Approved By:**

  
Tina Hubert, Director

7/10/12  
Date

  
Ron Selph, President

7/17/12  
Date

  
Jane Isenburg, Treasurer

7-17-12  
Date

