

Board Meeting Minutes
 January 10, 2012
 2001 Delmar Avenue, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 7:05 p.m.	
2	Approval of Agenda	Approved
3	Approval of Minutes Approve minutes of the November 8, 2011 regular board meeting; the December 6, 2011 special board meeting; and the December 12, 2011 special board meeting.	Approved
6	Payment of Bills Approve the November 2011 invoices in the amount of \$130,850.77. Approve the December 2011 invoices in the amount of \$160,340.79.	Roll call - approved Roll call - approved
7	Financial Statements Accept the financial statements for November 2011. Accept the financial statements for December 2011.	Roll call - approved Roll call - approved
8 a	2012 Holidays Set forth the holiday dates when the Library District will be closed.	Approved
8 b	2012 Board Meeting Dates, Times, and Places Set the dates, times, and places for board meetings pursuant to 75ILCS/16 30-50(a).	Approved
14	Adjournment Adjournment of the board meeting at 8:36 p.m.	Approved

1. Call to order

President McDonnell presided and called the regular meeting of the Six Mile Regional Library District Board of Trustees to order at 7:05 p.m.

Members present:

Ms. Mary Jo Akeman	Trustee
Mr. Chris Hutchings	Trustee (arrived at 7:07)
Ms. Jane Isenburg	Secretary
Ms. Linda McDonnell	President
Mr. Ron Selph	Vice President
Ms. Mary Trimmer	Trustee
Ms. Deborah von Nida	Trustee

Members Absent:

Others Present:

Ms. Tina Hubert Director

2. Approval of agenda

Motion: Isenburg Second: Selph

MOVE TO APPROVE THE AGENDA

Motion carried.

3. Approval of minutes

Motion: Von Nida Second: Akema
n

MOVE TO APPROVE THE MINUTES OF THE November 8, 2011 REGULAR BOARD MEETING, and the December 6 and 12, 2011 SPECIAL MEETINGS AS PRINTED.

Motion carried.

Trustee Hutchings arrived at 7:07 p.m.

4. Open Forum

None

5. Communications

- Illinois State Library letter notification that SMRLD has successfully completed all of the requirements of the Opportunity Online Hardware Grant that the District received in 2009.

- o December 12, 2011, Youth Services, visitor fell in youth services room, Head Start teachers took care of icing the bruise
- o December 28, 2011, 2145 Johnson Road, Larry James, Custodian, shut his fingers in a door, he cleaned the cut and applied bandages himself, he declined professional attention
- o January 6, 2012, Youth Services, patron bike stolen, police notified

6. Payments of bills

Motion: Hutchings Second: Trimmer

THAT THE FOLLOWING INVOICES BE APPROVED FOR PAYMENT AS PRESENTED:

November 2011 - \$136,158.42

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: Akeman Second: Von Nida

THAT THE FOLLOWING INVOICES BE APPROVED FOR PAYMENT AS PRESENTED:

December 2011 - \$160,340.79

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: Von Nida Second: Hutchings

ACCEPT THE FINANCIAL STATEMENTS FOR November 2011 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: Isenburg Second: Von Nida

ACCEPT THE FINANCIAL STATEMENTS FOR December 2011 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. Annual Evaluation of the Director
Trustees will return the form to Personnel Committee Chair, Trustee von Nida, by February 11.
- b. 2012 Holidays

Motion: Selph Second: Von Nida

THAT THE BOARD SET FORTH THE HOLIDAY DATES WHEN THE LIBRARY WILL BE CLOSED AS PRESENTED.

Motion carried.

- c. 2012 Board Meeting Dates, Times, & Places

Motion: Trimmer Second: Akeman

THAT THE BOARD SET THE DATES, TIMES, AND PLACES FOR BOARD MEETINGS PURSUANT TO 75ILCS/16 30-50(a) AS PRESENTED.

Motion carried.

- d. Director Hubert expressed her appreciation to staff that have picked up extra hours to cover those hours of the 2 part-time assistant positions that continue to be open due to the grievance. Tina Lance, Nancy Meadows, Helen Mance, and Michelle Gruenewald have graciously stepped up to help during December and January.
- e. The library will be participating in an Illinois State Library grant program: Business & Libraries. Reference Librarian Britta Krabill will lead our participation in this program that will provide equipment and both electronic and print resources to help local businesses.
- f. The procedure for locking the front door at 2001 Delmar Avenue was clarified to specifically state it is the responsibility of the circulation desk staff to make sure the front door is locked at the end of each business day.
- g. Denise Owen is championing the District's Library Garden at 2145 Johnson Road in cooperation with the Granite City Community Gardens program.
- h. Granite City Council will have an item on the March ballot requesting authority to negotiate for the supply of electricity for residents and small commercial retail businesses that have not opted out of such a program.
- i. Director Hubert demonstrated the new SMRLD website. Eventually the old website will disappear and all web addresses will point to the new website.

9. Reports of Standing Committees

- a. Personnel Committee [von Nida, Selph, Trimmer]
None
- b. Book and Public Relations Committee [Isenburg, von Nida, Selph]
None
- c. Buildings, Grounds, & Equipment Committee [Akeman, Trimmer, Hutchings]
Public Library Construction Grant opportunity is being pursued.
- 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 (IHLS) Report

President McDonnell reported the IHLS board met December 13 in Evingham. IHLS personnel committee approved a process for updating job descriptions. Champaign Public Library rescinded the policy that caused IHLS to suspend its system membership; and so Champaign Public Library is reinstated into IHLS membership.

b. Centennial Committee Report

Trustee Isenburg reported that other 100-year anniversaries will be spotlighted each month March through December (such as girl scouting, cherry trees planted in Washington DC, candy-type foods, summer Olympics, etc.). Sunday, March 4, Trustee Isenburg would like to invite >300 local district girl scouts to the library. Software to create READ posters and bookmarks of local celebrities will be purchased.

c. Friends Group Committee Report

No report. The next meeting will be in March.

11. Unfinished Business

12. New Business

13. Board Orientation

Director Hubert handed out:

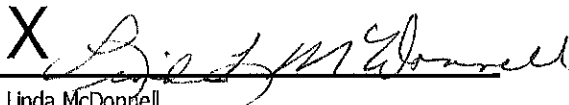
- information on the Open Meetings Act and the requirement for every member of a public board to take the Illinois Attorney General's online training. Trustees should print the certificate of completion to have filed at the library.
- possible new rules for electronic participation at meetings. This will be discussed at a future board meeting.
- information about the spring Illinois Library Association Trustee Workshop to be held in Springfield.
- "What Does a Library Trustee Do" brochure from WebJunction.

14. Adjournment

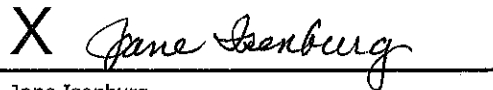
Motion: Trimmer Second: Hutchings

THAT THE MEETING BE ADJOURNED AT 8:36 p.m.

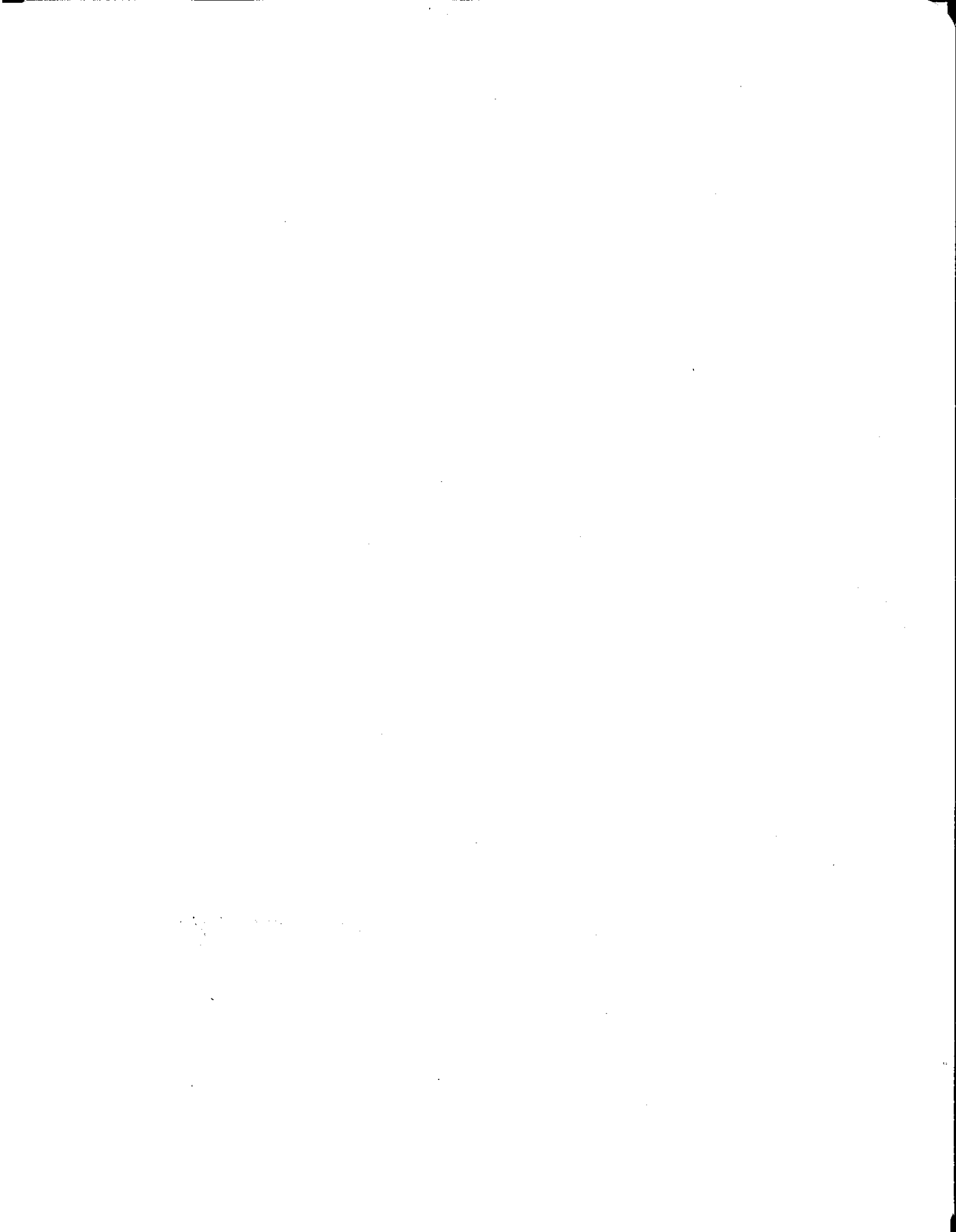
Motion carried.

X 

Linda McDonnell
Board of Trustees President

X 

Jane Isenburg
Board of Trustees Secretary



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

Submitted for Payment:

January 2012

Accounts Payable: Checks 16668 - 16713	\$	37,151.48
Issued Monthly Payments	\$	14,939.25
Payroll (Net Pay)	\$	46,260.67
Payroll (Taxes & Deductions)	\$	24,255.55
TOTAL	\$	122,606.95

Stacy Bond
Stacy Bond, Accountant

2/9/2012
Date

Approved By:

Tina Hubert
Tina Hubert, Director

2/14/12
Date

Linda McDonnell
Linda McDonnell, President

2-14-12
Date

Mary Trimmer
Mary Trimmer, Treasurer

2/14/12
Date