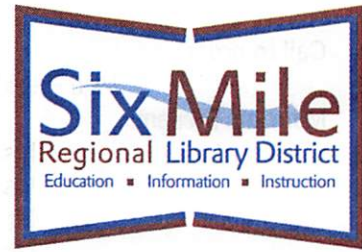


Board Meeting Minutes  
June 14, 2016  
2145 Johnson Road, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 7:07 P.M.	
2	Approve the agenda without additions and corrections.	Approved
3	Approval of Minutes –May 10, 2016 board meeting.	Approved
4a	Approve Payment of Bills – May 2016 in the amount of \$141,811.79	Roll call-Approved
4b	Approve financial statements – May 2016.	Roll call-Approved
11a	President Trimmer appointed the nominating committee.	
11b	Approve the Resolution of Determination of Prevailing Wage Rates as presented in accordance with 820 ILCS 130/1.	Roll call-Approved
11c	President Trimmer named two people to the audit committee.	
11d	In order to pay the bills through June 20, 2016, the Business Office be authorized to close the books as of July 31, 2016, for the Fiscal Year ending June 30, 2016.	Roll call-Approved
11e	Authorize the payment of all usual and regular bills in the event the board of trustees is not able to meet, or a quorum is not present, during any regularly scheduled board meeting from July 1, 2016, through June 30, 2017.	Roll call-Approved
13	Adjournment of the board meeting at 8:23 P.M.	Approved

1. Call to order

Vice President Isenburg called the meeting to order at 7:07 P.M.

Members Present:

Ms. Mary Trimmer	President
Ms. Jane Isenburg	Vice President
Mr. Chris Hutchings	Secretary
Ms. MaryJo Akeman	Treasurer
Ms. Linda McDonnell	Trustee

Members Absent:

Ms. Deborah von Nida	Trustee
Ms. Mary Whitehead	Trustee

Others Present:

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

2. Additions and Corrections to the Agenda

Motion: Akeman Second: Hutchings

**APPROVE THE AGENDA WITHOUT ADDITIONS AND CORRECTIONS.**

Motion carried.

3. Approval of Minutes

Motion: McDonnell Second: Akeman

**APPROVE THE MINUTES OF THE MAY 10, 2016 REGULAR BOARD MEETING WITH CORRECTIONS.**

Motion carried.

4. Financial

a. Approve Payment of Bills

Motion: McDonnell Second: Hutchings

**APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: MAY 2016 IN THE AMOUNT OF \$141,811.79**

Roll Call:

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

Motion carried.

b. Approve Financial Statements

Motion: Hutchings Second: McDonnell

**ACCEPT THE FINANCIAL STATEMENTS FOR MAY 2016 AS PRESENTED.**

Roll Call:

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

Motion carried.

President Trimmer entered the meeting 7:16 P.M.

5. Open Forum - None

6. Communications

- 10 Incident Reports
  - 2 Banned Patron Letters
- Thank you from Granite City CEO program for the library's support
- Letter to Ambassador Froman and Secretary Pritzker in support of the US Steel Corporation's recently filed Section 337 petition under the U.S. Tariff Act
- Thank you from Linda Aud to Director Hubert for being a continuing asset to the community
- Thank you from Ryan Matthews, Dimond Brothers Insurance, for the meeting and assistance with local photos
- Follow up letter from Tracy Lesiak, Gallagher Bassett, regarding the Supervisory Accident Investigation and Workplace Harassment and Discrimination Training she presented
- Announcement from the Nicol Foundation regarding the CEO Empowerment Day scheduled for Friday, October 21, 2016, at the Gateway Convention Center in Collinsville, IL
- Printouts from Facebook highlighting recent popular posts
- Letter regarding the new Director of CARLI, Anne Craig (former State Library Director)

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

- MaryJo Akeman awarded Illinois Library Association (ILA) 2016 Trustee of the Year
- ILA Conference is Monday, October 17 through Thursday, October 20 in Rosemont, Illinois
- One staff member will be taking advantage of the tuition reimbursement program this year
- One staff member's 30<sup>th</sup> anniversary with the library will be celebrated with a cake and gift from the staff
- One Library Aide has resigned her position
- Ms. Erica Hanke-Young has been promoted to Youth Services Manager
- Letter to Korte & Luitjohan, Inc.; Trivers Associates; Jason Combs, P. E. Sitton Construction Solutions; and Custom Home Elevators of St. Louis, Inc. regarding the defective performance of the two-stop and three-stop elevators
- Notice of Petition to Annex Territory to the City of Granite City, Illinois
- 3M Cloud Library eBook consolidation

**8. Reports of Standing Committees**

- a. **Personnel Committee [von Nida, McDonnell, Whitehead] - None**
- 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**
  - Director Hubert stated that the internal budget building process for the upcoming fiscal year has begun
- e. **Planning & Development Committee [Hutchings, Isenburg, McDonnell, Akeman]**
  - i. **Strategic Planning**
    - Based on the five Community Conversations along with the conversations held with staff and board members Director Hubert presented a library chronology and preliminary thoughts for updating the strategic plan.

**9. Reports of Special Committees**

- a. **Friends Group Committee Report:** The annual book sale was held at the Ice Rink June 2-4, 2016. The Friends of the Library are graciously paying for all of the Youth Services Summer Reading performers.

**10. Unfinished Business -None**

**11. New Business**

- a. **Election of Officers- appointment of nominating committee**  
 President Trimmer appointed the following as the nominating committee
 

Ms. Jane Isenburg	Vice President
Mr. Chris Hutchings	Secretary
Ms. MaryJo Akeman	Treasurer

**b. Prevailing Wage Resolution 820 ILCS 130/1**

Motion: Akeman Second: Hutchings

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

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.

**c. Appointment of committee to audit minutes of board meetings for the 2015-2016 fiscal year after the June 2016 minutes are approved at the next regular board meeting.**

President Trimmer named the following two people to the audit committee.

Mr. Chris Hutchings Secretary  
Ms. MaryJo Akeman Treasurer

**d. Establish Thirteenth Month for June 2016 bill payments**

Motion: Hutchings Second: Isenburg

**IN ORDER TO PAY THE BILLS THROUGH JUNE 20, 2016, THE BUSINESS OFFICE BE AUTHORIZED TO CLOSE THE BOOKS AS OF JULY 31, 2016, FOR THE FISCAL YEAR ENDING JUNE 30, 2016.**

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.

**e. Authorize payment of bills in the event of a month without a board meeting or quorum during FY2017**

Motion: Hutchings Second: McDonnell

**AUTHORIZE THE PAYMENT OF ALL USUAL AND REGULAR BILLS IN THE EVENT THE BOARD OF TRUSTEES IS NOT ABLE TO MEET, OR A QUORUM IS NOT PRESENT, DURING ANY REGULARLY SCHEDULED BOARD MEETING FROM JULY 1, 2016 THROUGH 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.

**12. Board Orientation**

**a. Bylaws Review** -Possible revisions to the bylaws were discussed

**13. Adjournment**

Motion: Hutchings Second: Akeman

**THAT THE MEETING BE ADJOURNED AT 8:23 P.M.**

Motion carried.

**X** 

Mary Trimmer  
Board of Trustees President

**X** 

Christopher Hutchings  
Board of Trustees Secretary

**SIX MILE REGIONAL LIBRARY DISTRICT**

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

**Submitted for Payment:**

**June 2016**

Accounts Payable: Checks 19529 - 19554	\$	27,168.79
Accounts Payable: Bank of Edw Checks	\$	-
Issued Monthly Payments - Bank of Edw. Checking	\$	9,321.27
Issued Monthly Payments - Regions Bank Checking	\$	50,624.48
Payroll (Net Pay)	\$	53,844.13
Payroll (Taxes & Deductions)	\$	23,957.22
<b>TOTAL</b>	<b>\$</b>	<b>164,915.89</b>

*Stacy Bond* 7/7/2016  
Stacy Bond, Accountant Date

**Approved By:**

*Tina Hubert* 7/12/16  
Tina Hubert, Director Date

*Mary C Trimmer* 7/12/16  
Mary Trimmer, President Date

*Mary Jo Akeman* 7/12/16  
Mary Jo Akeman, Treasurer Date