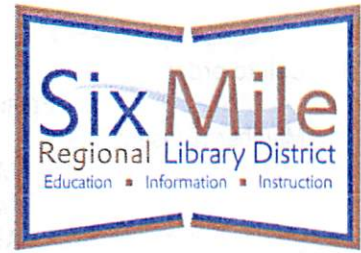


Board Meeting Minutes
 June 10, 2014
 2145 Johnson Road, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 7:00 P.M.	
2	Approve the agenda without additions and corrections.	Approved
3	Approval of Minutes – May 13, 2014 board meeting.	Approved
4a	Approve Payment of Bills – May 2014 invoices in the amount of \$756,655.51.	Roll call-Approved
4b	Approve Financial Statements – May 2014	Roll call-Approved
7c	Approve the FY2015 Working Budget as presented	Roll call-Approved
9b	Letter requesting financial support for entertainment at re-opening events and volunteers to lead tours of renovated facility.	Roll call-Approved
11a	Accept the slate as presented and elect the officers by acclamation.	Approved
11b	Approve the Resolution of Determination of Prevailing Wage Rates as Presented in Accordance with 820 ILCS 130/1.	Roll call-Approved
11c	Approve Secretary Signing a Letter List Trustees Names and Terms and Mail a Copy to the County Clerk and State Librarian in accordance with 75 ILCS 16/30-40.	Approved
11d	Appointment of committee to audit minutes of board meetings for the 2013-2014 fiscal year 75ILCS 16/30-65 (c).	Hutchings von Nida
11e	In Order to Pay the Bills Through June 30, 2014 the Business Office be Authorized to Close the Books as of July 31, 2014 for the Fiscal Year Ending June 30, 2014.	Roll call-approved
11f	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.	Roll call-approved
11g	Change July 2014 board meeting location to 2901 State Street, Niedringhaus School	Approved
13	Adjournment of the board meeting at 8:15 P.M.	Approved

1. Call to order

President Selph called the meeting to order at 7:00 P.M.

Members Present:

Mr. Ron Selph	President
Ms. Mary Trimmer	Vice President
Ms. Mary Jo Akeman	Secretary
Ms. Jane Isenburg	Treasurer
Ms. Linda McDonnell	Trustee
Ms. Deborah von Nida	Trustee

Members Absent:

Mr. Chris Hutchings	Trustee
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Others Present:

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

2. Additions and Corrections to the Agenda

Motion: von Nida Second: McDonnell

APPROVE THE AGENDA WITHOUT ADDITIONS AND CORRECTIONS.

Motion carried.

3. Approval of Minutes

Motion: McDonnell Second: Akeman

APPROVE THE MINUTES OF THE MAY 13, 2014 REGULAR BOARD MEETING AS PRINTED.

Motion carried.

Vice President Trimmer arrived 7:10 PM

4. a. Approve Payment of Bills

Motion: von Nida Second: McDonnell

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED: MAY 2014 IN THE AMOUNT OF \$756,655.51.

Roll Call:

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

Motion carried.

4. b. Approve Financial Statements

Motion: von Nida Second: Isenburg

ACCEPT THE FINANCIAL STATEMENTS FOR MAY 2014 AS PRESENTED.

Roll Call:

Ms. Akeman	Yes	Mr. Selph	Yes
Mr. Hutchings	Absent	Ms. Trimmer	Yes
Ms. Isenburg	Yes	Ms. von Nida	Yes

Ms. McDonnell Yes

Motion carried.

5. Open Forum
None

6. Communications

- Incident Report
 - 5/28 A library aide slipped on the stairs in the Niedringhaus School Media Room and landed on her wrists. Medical attention was sought and she has be returned to full duties.
 - 6/3 During a Youth Summer Reading Program at 2145 Jonson Road a child climbed up on a table, fell off and hit her head on a chair. Ms. Conroy calmed the child and bound her wound. A call to 911 was refused but the child's Grandmother said she would take her to Anderson Hospital. The child's mother was notified that her daughter and mother were in route to the hospital. The Grandmother later notified the library that the child is fine, no stiches were required.
- Article in the Edwardsville Intelligencer *How an architect designs his own home* about the architect who designed Niedringhaus School and the 2001 Delmar Avenue Library
- Letter to Staff from Director Hubert expressing her gratitude for their positive and supportive efforts.

7. Director's report of the library

- Non-fiction room is closed due to the second water damage incident at least 1500 books lost. All remaining books in the room will be inspected for mold and wiped down with a weak bleach solution. Damages will not be covered by insurance; however we will qualify for a disaster grant from ISL.
 - Floater-New Position created between Library Aide and Desk Assistant to help cover vacations and other scheduled leaves.
 - Phone calls from the Director and a Board Member of Louis Latzer Memorial Library concerning the behavior of a SMRLD patron at their library.
 - Received 9 reels of Granite City Press Record microfilm (February 2009- December 2012) from the Abraham Lincoln Presidential Library
- a. Renovation update
- Wall plaster in some areas has deteriorated and either needs to be repaired or dry walled over.
 - Lower level floor moisture content is too high to lay the rubber flooring directly on the concrete; a sealant will be applied to block the moisture before instillation.
 - Interior signage is being ordered
 - Monument LED sign design on corner of Delmar Ave and 20th Street
- b. Special Pre-Opening Events
- Only public library in the state of Illinois legally allowed to serve alcohol on the premises
 - Board Reception Sunday, July 27, 2014 2:00-4:00 PM
- c. FY2015 working budget draft
- Will publish Notice of Hearing of Tentative Budget and Appropriations before July board meeting for the Hearing at the August board meeting in the Granite City Press Record.

Motion: von Nida Second: Isenburg

APPROVE THE FY2015 WORKING BUDGET AS PRESENTED.

Roll Call:

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

Motion carried.

- d. SPLMI Report
 - Director Hubert attended the Small Public Library Management Institute June 1, 2014 through June 6, 2014. \$1450 of the \$1500 cost of attendance funded through a Grant from ISL.
 - Topics presented include: Leadership, Strategic Long Range planning, Board Relations, ISL visit, Policies, Disaster Planning and Emergency Preparedness, OMA and FOIA, Records Retention, Public Library per Capita and Standards, Edge, Talking Book and Braille Services and General Library Law with Phil Lenzini.
 - Main themes of the Institute: Be present, Communicate and Build Relationships.
 - Lessons from the Institute to be implemented: Security training for staff, develop and update policies, strategically develop the budget and levy

8. Reports of Standing Committees

- a. Personnel Committee [von Nida, McDonnell, Trimmer]
None
- b. Book and Public Relations Committee [Isenburg, von Nida, McDonnell]
None
- c. Buildings, Grounds, & Equipment Committee [Akeman, Trimmer, Hutchings]
None
- d. Finance Committee [Trimmer, von Nida, Isenburg, McDonnell]
None
- e. Planning & Development Committee [Hutchings, Isenburg, McDonnell, Akeman]
None

9. Reports of Special Committees

- a. Illinois Heartland Library System Report: Trustee McDonnell reported the meeting was held on 5/27. Items discussed include: IHLS Report-Election results for New Directors, still need a Special Library representative, Trustee McDonnell needs to make an appointment for the remainder of her two year term; SHARE Report-130 libraries participating in iRead Grant, more than 40 SHARE transitional members with the help of the Dream Grant and expect 50 new transitional libraries in fall, working on 2015 offers from electronic databases; Personnel Report- Adrian Elam new CFO, Kathy Jackson HR Director, Bob Tower retiring from Champaign; Troy has consolidated landlines and improved cell and broadband; Donna Schaal has taken a new job, the position will not be filled; By-Laws update approved; Executive Director new one year contract approved; Health Insurance approved; budget amended because \$48,557 one-time grant; Personnel Handbook code changes approved; Director evaluation approved; annual meeting 6/16 5:00 PM at Du Quoin with a board meeting at 6:00 PM; ISL commented on OMA; approved FY2015 Holidays; 6/16 is the last meeting of Trustee McDonnell's term.
- b. Friends Group Committee Report: No patio sale in June, one will be scheduled for September.

Motion: von Nida Second: Akeman

LETTER REQUESTING FINANCIAL SUPPORT FOR ENTERTAINMENT AT RE-OPENING EVENTS AND VOLUNTEERS TO LEAD TOURS OF RENOVATED FACILITY.

Roll Call:

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

Motion carried.

- 10. a. Property
None

11. a. Election of Officers

Slate of Officers:

Ms. Mary Trimmer	President
Ms. Jane Isenburg	Vice President
Mr. Chris Hutchings	Secretary
Ms. Mary Jo Akeman	Treasurer

Motion: Selph Second: von Nida

ACCEPT THE SLATE AS PRESENTED AND ELECT THE OFFICERS BY ACCLIMATION.

Motion carried.

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

Motion: Akeman Second: von Nida

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

Roll Call:

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

Motion carried.

11. c. Filing of names and address of trustees and officers and their respective terms of office with the County Clerk 75 ILCS 16/30-40 (d)

Motion: Isenburg Second: Trimmer

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

Motion carried.

11. d. Appointment of committee to audit minutes of board meetings for the 2013-2014 fiscal year 75ILCS 16/30-65 (c).

President Selph appointed Trustees Hutchings and von Nida.

11. e. Establish thirteenth month for June 2014 bills payment.

Motion: Trimmer Second: McDonnell

IN ORDER TO PAY THE BILLS THROUGH JUNE 30, 2014 THE BUSINESS OFFICE BE AUTHORIZED TO CLOSE THE BOOKS AS OF JULY 31, 2014 FOR THE FISCAL YEAR ENDING JUNE 30, 2014.

Roll Call:

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

Motion carried.

11. f. Authorize payment of bills in the event of a month without a board meeting during FY2015

Motion: Isenburg 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.

Roll Call:

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

Motion carried.

11. g. Board Meeting locations

Motion: von Nida Second: Isenburg

CHANGE JULY 2014 BOARD MEETING LOCATION TO 2901 STATE STREET, NIEDRINGHAUS SCHOOL

Motion carried.

12. Board Orientation

Director Hubert provided a taxing informational handout; discussion will follow at a later meeting date.

Trustee McDonnell proposed and all applauded President Ron Selph on his term in office.

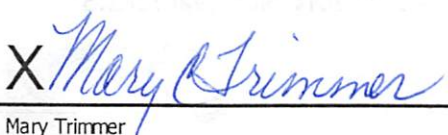
Trustee Isenburg congratulated Director Hubert on the success of her impromptu presentation to the Rotary about the library renovation.

13. Adjournment

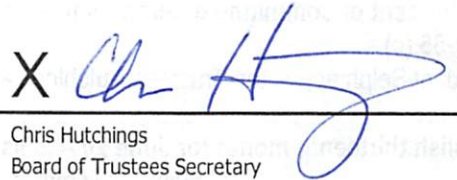
Motion: McDonnell Second: von Nida

THAT THE MEETING BE ADJOURNED AT 8:15 P.M.

Motion carried.

X 

Mary Trimmer
Board of Trustee President

X 

Chris Hutchings
Board of Trustees Secretary

SIX MILE REGIONAL LIBRARY DISTRICT

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

Submitted for Payment:

June 2014

Accounts Payable: Checks 18219 - 18252	\$	25,479.24
Accounts Payable: Bank of Edw Checks 1068-1069	\$	21,909.50
Issued Monthly Payments - Bank of Edw. Checking	\$	346,289.77
Issued Monthly Payments - Regions Bank Checking	\$	20,354.57
Payroll (Net Pay)	\$	52,888.82
Payroll (Taxes & Deductions)	\$	25,424.81
TOTAL	\$	492,346.71

Stacy Bond
Stacy Bond, Accountant

7/2/2014
Date

Approved By:

Tina Hubert
Tina Hubert, Director

7/8/14
Date

Mary C Trimmer
Ron Selph, President

7/8/14
Date

Mary Jo Aleman
Jane Isenburg, Treasurer

7/8/14
Date