

Board Meeting Minutes
May 14, 2024
2001 Delmar Avenue, Granite City, IL 62040



Summary of Selected Motions

Agenda Item	Motion	Result
1	Call to order at 6:00 P.M.	
2	Approve the Agenda as Presented	Approved
4	Approval of Minutes – April 9, 2024 Regular Board Meeting Minutes as presented	Approved
5a	Approve Payment of Bills – April 2024 in the amount of \$161,848.15	Roll call-Approved
5b	Accept Financial Statements – April 2024	Roll call-Approved
5c	Authorize the Executive Director to spend up to \$55,000 on a new van and wrap	Roll call-Approved
9b	Set the non-resident fee for fiscal year 2025 at \$149.00 per household in accordance with 75 ILCS 16/30-55.60	Roll call-Approved
12	Adjournment of the board meeting at 7:01 P.M.	Approved

1. **Call to order** - President McDonnell called the meeting to order at 6:00 P.M.
 - a. **Roll Call of Board Members Attending and Identification of others in attendance**

Members Present:

Ms. Linda McDonnell	President
Ms. Liz Cicio	Vice President
Ms. Mary Jo Akeman	Treasurer
Ms. Chelsea Asadorian	Trustee
Ms. Rebecca Watson	Trustee
Ms. Julie Willaredt	Trustee

Members Absent:

Mr. Adam Followell-Young Secretary

Others Present:

Ms. Tina Hubert	Executive Director
Ms. Kari Fischer	Administrative & Marketing Coordinator
Ms. Kathy Condon-Boettcher	Assistant Director / Delmar Avenue Manager
Ms. Betsy Mahoney	Assistant Director / Johnson Road Manager
Mr. Patrick Carney	Facilities Manager
Mr. Tallin Curran	IT Manager

2. **Approve Agenda**

Motion: Willaredt Second: Cicio

APPROVE THE AGENDA AS PRESENTED

Motion carried

3. **Public Comments – None**

- a. **Request to appeal ban - None**

4. **Approval of Minutes**

Motion: Cicio Second: Watson

APPROVE THE MINUTES OF THE APRIL 9, 2024 REGULAR BOARD MEETING MINUTES AS PRESENTED.

Motion carried

5. **Financial**

- a. **Approve Payment of Bills**

Motion: Watson Second: Cicio

APPROVE THE INVOICES FOR PAYMENT AS PRESENTED; APRIL 2024 IN THE AMOUNT OF \$161,848.15.

Roll Call:

Ms. Akeman	Yes	Ms. Asadorian	Yes
Ms. Cicio	Yes	Mr. Followell-Young	Absent
Ms. McDonnell	Yes	Ms. Watson	Yes
Ms. Willaredt	Yes		

Motion carried

- b. **Approve Financial Statements**

Motion: Cicio Second: Watson

ACCEPT THE FINANCIAL STATEMENTS FOR APRIL 2024 AS PRESENTED

Roll Call:

Ms. Akeman	Yes	Ms. Asadorian	Yes
Ms. Cicio	Yes	Mr. Followell-Young	Absent
Ms. McDonnell	Yes	Ms. Watson	Yes
Ms. Willaredt	Yes		

Motion carried.

c. Update Authorization of Van Purchase

Motion: Akeman Second: McDonnell

AUTHORIZE THE EXECUTIVE DIRECTOR TO SPEND UP TO \$55,000 ON A NEW VAN AND WRAP

Roll Call:

Ms. Akeman	Yes	Ms. Asadorian	Yes
Ms. Cicio	Yes	Mr. Followell-Young	Absent
Ms. McDonnell	Yes	Ms. Watson	Yes
Ms. Willaredt	Yes		

Motion carried.

6. Correspondence

- Copies of 12 incident reports and 2 banned patron letters
- Copy of Former employee Karen Lancaster obituary
- Copy of Sam Akeman obituary
- Copies of 3 items appearing in the media
- Copy of a Facebook memory notification from April 28, 2014 construction photo of trustees Mary Trimmer, Debbi Von Nida, Mary Jo Akeman, Linda McDonnell, Chris Hutchings, and Jane Isenburg, and Kari, Tallin, and Tina
- Copy of check from Pontoon Beach TIF surplus in the amount of \$8,487.07
- Copy of letters from Ellen Ogden Burford on behalf of Granite City regarding an annexation – the property in question is already in the library's taxing district
- Copy of Madison County Board of Review exempt status affidavit, filed May 1
- Copy of Madison County Treasurer ACH validation, filed on April 24
- Copy of annual agreement with Coordinated Youth & Human Services for their linkage grant
- Copy of email from Coolidge Music Technology Teacher Josh Palmer for their annual commercial project – students produce an audio commercial for several local businesses including the library
- Copy of Chamber of Commerce Southwestern Madison County Business & Industry Appreciation Evening program.

7. Director's Report

- Ms. Fischer graduated from the University of Missouri St. Louis School of Business with her MBA and a Digital & Social Media Marketing Graduate Certificate.
- Ms. Sedabres graduated with her Bachelor of Fine Arts from Webster University. She will be attending Library School in the fall.
- Stacy, the managers, and I will be discussing the FY25 budget at our managers' meeting on 5/16/24.
- We've applied for a \$10,000 Kentucky Fried Wishes 2024 Health & Wellbeing Grant for American Red Cross first aid / CPR/ AED training for staff, AEDs (and cabinets) for both locations, updated first aid kits, and stop-the-bleed kits; total cost of everything is just over \$11,000 and the library will pick up the difference if we receive the grant.
- Elevators did not pass inspection; according to the state inspector and fire marshal the cables have failed long before they should; contract attorneys are reviewing the repair contract from Allrise – the cost for the repair is just over \$11,000. We will have to have them repaired and we have money from the Tort Levy that can cover these costs.
- We are changing health insurance brokers from Gallagher to Lowery Benefit Services – Lowery is located in O'Fallon IL and will provide additional benefits to the library at no additional cost.

- Our next quarterly staff meeting is on Friday, June 7; the libraries will open at noon; representatives from Chestnut and the Granite City Township will provide presentations on the services they offer.
- On Friday, September 20, we will have an all-day quarterly staff meeting – this is when the staff will receive the American Red Cross training.
- EAP benefits – trustees can also use these, details will be sent via email.
- Staff changes
 - Kaylee left for a full-time position elsewhere – she was our acquisitions assistant
 - Grace bid on and was promoted from library assistant to acquisitions assistant
 - Ashley bid on and was promoted from library aide to library assistant
 - Hired a new aide to start on June 4th
 - Lynda Seegert submitted her retirement effective June 28th.
- Would the trustees prefer electronic versus print board packets? How about a secure link to access the packet online? Print packets are still available.
- Johnson Road construction is underway. Sidewalks have been poured and the library parking lot access remains open.

8. New Business – None

9. Unfinished Business

a. **Madison County 2023 Tax Levy, Rate & Extension Tax Computation Report** - SMRLD will receive \$2,527.13 more than requested.

b. **Annual Non-Resident Fee 75v ILCS 16/30-55.60**

Motion: Cicio Second: Willaredt

SET THE NON-RESIDENT FEE FOR FISCAL YEAR 2025 AT \$149.00 PER HOUSEHOLD IN ACCORDANCE WITH 75 ILCS 16/30-55.60

Roll Call:

Ms. Akeman	Yes	Ms. Asadorian	Yes
Ms. Cicio	Yes	Mr. Followell-Young	Absent
Ms. McDonnell	Yes	Ms. Watson	Yes
Ms. Willaredt	Yes		

Motion carried.

10. Reports

a. **Friends of the Library**

- Hosted a meet and greet at The Mill on May 4th, are having a member meeting this evening at the Johnson Road library.
- The annual book sale is scheduled for Thursday, May 30 from 6-9 PM; Friday, May 31 from 4-8 PM; and Saturday, June 1 from 9 AM–12 Noon.

b. **IHLS** – Details can be found on the IHLS website at <https://www.illinoisheartland.org/about/board>

11. Board Orientation

a. **PLA Conference Report** – President McDonnell spoke about her attendance experience.

- Secretary Followell- Young submitted his resignation today. A motion to accept his resignation will be on the June board meeting agenda

12. Adjournment

Motion: Willaredt Second: Cicio

THAT THE MEETING BE ADJOURNED AT 7:01 P.M.

Motion carried

X Linda J. McDonnell

Linda McDonnell
Board of Trustees President

X Adam Followell-Young

Adam Followell-Young
Board of Trustees Secretary

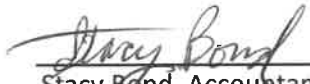
SIX MILE REGIONAL LIBRARY DISTRICT

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

Submitted for Payment:

May 2024

Accounts Payable: Royal Banks Checks 10955-10981	\$	44,034.73
Issued Monthly Payments - Royal Banks Checking	\$	25,612.52
Issued Monthly Payments - SMRLD Credit Card Payments	\$	5,001.25
Issued Monthly Payments - Busey Bank Checking	\$	9,321.27
Payroll (Net Pay) 3 pay periods	\$	107,735.96
Payroll (Taxes & Deductions)	\$	44,170.57
TOTAL	\$	235,876.30


Stacy Bond, Accountant

6/6/2024

Date

Approved By:


Tina Hubert, Director

6/11/24
Date


Linda McDonnell, President

6-11-24
Date


Mary Jo Akeman, Treasurer

6/11/24
Date