

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
JANUARY 15, 2009
FRANCES METZGER CONFERENCE ROOM
401 STATE STREET, ALTON, ILLINOIS 62002**

I. Opening of Meeting

A. Call to order

Mrs. Sue Fitzgerald, Vice-President, presided and called the meeting to order at 7:00 p.m.

B. Determination of a quorum

Members present:

Mrs. Sue Fitzgerald	Vice-President
Mr. Dan St. Peters	Secretary
Dr. Kevin Chapel	Treasurer
Mr. Kevin Botterbush	Trustee
Mr. Rick Lauschke	Trustee
Mrs. Mary Lou Watson	Trustee

Members absent:

Ms. Susan Huber	President (Excused)
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Others present:

Mr. Jeffrey Owen	HPLD Executive Director
Mr. C. Dana Eastman	HPLD Attorney
Ms. Gladys Butler	HPLD Business Operations/HR

C. Recognition of visitors to the meeting

There were no visitors at the meeting.

D. Approval of agenda and requested changes to consent items

A motion was made by Mr. Lauschke, seconded by Mr. St. Peters, to:

Approve the agenda and consent items.

A roll call vote was taken.

Botterbush	Yes
Chapel	Yes
Fitzgerald	Yes
Huber	Absent
Lauschke	Yes
St. Peters	Yes
Watson	Yes

Motion carried.

II. Open forum

There were no guests to speak.

III. Consent items

A motion was made by Mr. Lauschke, seconded by Dr. Chapel, to:

Approve the consent items as follows:

- A. The minutes of the regular meeting conducted on December 18, 2008
- B. Bill lists for the periods ending December 12, 2008, and December 26, 2008, payable on the same dates
- C. Financial Statements for months ending December 31, 2008.

A roll call vote was taken.

Botterbush	Yes
Chapel	Yes
Fitzgerald	Yes
Huber	Absent
Lauschke	Yes
St. Peters	Yes
Watson	Yes

Motion carried.

IV. Committee Reports

A. Board Policy Development

Mr. St. Peters reported that the committee met last Monday night and continued work on board policies. Discussion centered around travel and reimbursement for expenses which will be compiled into a policy and hopefully presented to the board for approval at the next board meeting.

B. Building & Equipment

Mr. Lauschke reported that the committee did not meet this month, but he recommended that members of the board schedule a time with Mr. Owen to take a tour of the new facility.

C. Finance & Insurance
There was no meeting.

D. Personnel
Mrs. Fitzgerald distributed a copy of the director's evaluation form to each board member. She requested that the trustees look over the form before the next meeting. Ms. Huber will schedule a closed session at the end of next month's meeting for the board to collectively evaluate the director.

V. **Policies**

A motion was made by Mr. St. Peters, seconded by Dr. Chapel, to:

Approve the following policy ordinances:

- 09-01 Policies & Procedures
- 09-02 Interlibrary Loan
- 09-03 Material Selection
- 09-04 Volunteer Guidelines

After considerable discussion, a few changes were made to the first three ordinances. It was decided to do more research on the fourth policy, Volunteer Guidelines, before approving it.

Mrs. Fitzgerald called for a vote on the motion.

A roll call vote was taken.

Botterbush	No
Chapel	No
Fitzgerald	No
Huber	Absent
Lauschke	No
St. Peters	No
Watson	No

Motion failed.

A motion was made by Mrs. Watson, seconded by Dr. Chapel to:

Approve the following amended policies:

- 09-01 Policies & Procedures
- 09-02 Interlibrary Loan
- 09-03 Material Selection

A roll call vote was taken.

Botterbush	Yes
Chapel	Yes
Fitzgerald	Yes
Huber	Absent
Lauschke	Yes
St. Peters	Yes
Watson	Yes

Motion carried.

VI. Financing Terms

A motion was made by Mr. Botterbush, seconded by Dr. Chapel, to:

Approve financing terms with Cornerstone Bank at 4.4% for 20 years with the intention of paying it off in ten years.

A roll call vote was taken.

Botterbush	Yes
Chapel	Yes
Fitzgerald	Yes
Huber	Absent
Lauschke	Yes
St. Peters	Yes
Watson	Yes

Motion carried.

VII. Director's Report

Mr. Owen reported that an issue with the electrical union was resolved earlier this afternoon.

VIII. General Discussion

It was requested to discuss at the next board meeting the Grand Opening plans for the expanded mall.

Also, a review of the Closed Minutes will be on the February agenda.

IX. Adjournment

The meeting adjourned at 8:32 p.m.

Approved by HPLD Board Action on _____.

Daniel W. St. Peters, Secretary