

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
MARCH 2, 2009
FRANCES METZGER CONFERENCE ROOM
401 STATE STREET, ALTON, ILLINOIS 62002**

I. Opening of Meeting

A. Call to order

Ms. Susan Huber, President, presided and called the meeting to order at 7:00 p.m.

B. Determination of a quorum

Members present:

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

Members absent:

Mr. Kevin Botterbush	Trustee (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
Mrs. Barb Ulffers	HPLD Acquisitions/Cataloging/Processing
Ms. Linda Weller	Telegraph Reporter

C. Recognition of visitors to the meeting

Ms. Huber introduced the guests.

II. Open forum

Ms. Huber provided the guests an opportunity to speak but all declined.

III. Photo ID Purchase/Policy Amendment

A. A motion was made by Mrs. Watson, seconded by Mr. Lauschke, to:

Approve the purchase of equipment for photo ID library cards.

One question raised was whether patrons can pick up books for someone else if they have that person's card, especially with the patron's picture on it. Discussion followed as to the reason for needing the photos on the cards, especially if the patron uses self-check.

After considerable discussion, Ms. Huber called for a vote.

A roll call vote was taken.

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

Motion failed.

- B. There was no need to approve amending the General Policies of the district requiring photo ID library cards

IV. **Purchase**

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

Approve purchase of new copier equipment.

Mr. Owen explained that the copiers in the Main and the Branch are black and white copiers, the copy counts are high, and they are not able to be networked. He said that they need to be replaced and he thought a new color copier should be put in the new library for public use. However, if we put a new copier in the new facility, we also need to put a new one downtown. Mr. Owen provided the board with prices from two companies. The staff would still be able to use a black and white copier behind the desk.

Ms. Huber called for a vote on a more detailed motion, to:

Approve purchase of (2) Sharp MX-2600N color system at \$5501.50 each.

A roll call vote was taken.

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

Motion carried.

V. Lease Agreement

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

Approve lease agreement between The Friends of HPLD and The Hayner Public Library District for library property located at 327 State Street, Alton.

Mr. Eastman explained that the Friends have incorporated and have a corporate charter. They are paying the liability insurance. The lease will be for a period of one year, beginning on today's date, March 2, 2009.

A roll call vote was taken.

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

Motion carried.

VI. Director's Report

Mr. Owen reported on the mall library progress. He said that he received a proposal from Fred Hornsey amounting to between \$13,000 and \$15,000 to do all of the moving from upstairs to downstairs at the mall and from downtown to the mall. Mr. Owen had looked into other options, but this proposal is by far the best.

Mr. Owen explained that the Youth Library will be the first to move out. When the reading room downtown is emptied, the children's materials staying downtown will be moved to the reading room. The upstairs at the Youth Building will then be closed until work is done on it. Then materials from the Main Library will be moved (all of the reference materials will be going to the mall). There will be no circulation services at the Branch Library starting March 16th, but patrons may continue to use the library for reading newspapers and magazines until it is closed at the end of the week.

VII. General Discussion

There was a discussion regarding the new Web Site for the board to use to retrieve items for the board packet. A few were not able to find the agenda for this meeting. Mr. Owen will have Matt Foley, the IT manager, look into the matter.

VIII. Closed Session

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

Approve entering closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance or dismissal of specific employees.

A roll call vote was taken.

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

Motion carried.

Mr. Owen, Mr. Eastman, Ms. Butler, Mrs. Ulffers, and Ms. Weller left the meeting at 8:21 p.m.

The board entered closed session at 8:21 p.m.

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

Approve returning to open session.

A roll call vote was taken.

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

Motion carried.

The board returned to open session at 9:06 p.m.

IX. Compensation

A motion was made by Mrs. Watson, seconded by Mr. Lauschke, to:

Approve a stipend of \$1500 after the director's job review with no accumulative percentage raise.

A roll call vote was taken.

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

Motion carried.

X. Adjournment

The meeting adjourned at 9:07 p.m.

Approved by HPLD Board Action on _____.

Daniel W. St. Peters, Secretary