

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
APRIL 16, 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 7:16 p.m.

B. Determination of a quorum

Members present:

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:

Ms. Susan Huber	President (Excused)
Mr. Kevin Botterbush	Trustee

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
Mrs. Wita Halsey	Jennie D. Hayner Library Association

C. Recognition of visitors to the meeting

Mrs. Fitzgerald introduced the guests.

D. Approval of agenda and requested changes to consent items

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

Approve the agenda and consent items.

A roll call vote was taken.

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

Motion carried.

II. Open forum

Mrs. Fitzgerald provided the guests an opportunity to speak but all declined.

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 meetings conducted on February 19, 2009, and March 2, 2009
- B. The minutes of the closed sessions conducted February 19, 2009, and March 2, 2009
- C. Bill lists for the periods ending February 6 and 20, 2009, and March 6 and 20, 2009, payable on the same dates
- D. Financial Statements for months ending February 28, 2009, and March 31, 2009.

A roll call vote was taken.

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

Motion carried.

IV. Committees

A. Board Policy Development

Mr. St. Peters reported that the committee met earlier in the week. The policy on the board attorney was reviewed and rewritten to hopefully meet everyone's criteria. This policy will be presented at the next regular board meeting.

B. Building & Equipment

Mr. Lauschke reported that the committee reviewed the budget to find where we are year-to-date with the mall expansion in order to close out the contract. The consensus of the committee was to finish the work at the mall with BCA but to request proposals from other architects for the downtown renovation.

C. Finance & Insurance

Dr. Chapel reported that much of what was discussed overlapped with the Building & Equipment report. They reviewed the amount of funds needed to complete payment to Jun and the architect (BCA).

D. Personnel

Mrs. Fitzgerald reported that the committee did not meet, but there will be a closed board meeting on Monday, May 4, 2009.

E. Nominating

Mrs. Watson reported that the committee met and decided on the following slate of officers for the 2009-2011 term:

Rick Lauschke --	President
Dan St. Peters --	Vice-President
Mary Lou Watson --	Secretary
Kevin Chapel --	Treasurer

V. Assets Disposition

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

Approve the disposition of various fixture assets no longer in use by the district.

Mr. Owen reported that there are a number of items in the upstairs area that will no longer be used by the district. These include computer tables, chairs, shelf units, a broken rocking chair, spinner racks, CD racks, and a few old PCs. Keys to the upstairs space have to be turned over to the mall tomorrow morning, so the space has to be cleared out. A new Christian school in Alton is interested in many of the items.

Mrs. Fitzgerald called for a vote on an amended motion (per Mr. Eastman) which reads as follows:

Approve the disposition of personal property that is no longer necessary for library use, valued at less than \$500, to be disposed of at the discretion of the director.

A roll call vote was taken on the amended motion.

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

Motion carried.

VI. Appointment

There was discussion concerning the trustee vacancy on the new board. Mr. Eastman stated that the process used to appoint a new trustee is up to the discretion of the board. Several board members stated that the applicants should submit a resume or a letter of interest. The vacancy does not occur until the May meeting, and it was the consensus of the board that the vacancy should be filled as soon as possible.

VII. General Discussion

Mr. Owen reported that the mall is constantly busy. Therefore, he will have to do additional hiring. Also, because the mall library is now the main facility, Mr. Owen feels the hours should be comparable with the downtown library. There are often people waiting outside to enter the mall library before it opens in the mornings. All the reference materials are in the mall library and patrons may need to use them before the 9:30 a.m. opening. Mr. Owen requested that the hours for both libraries be changed to an 8:30 a.m. opening. The closing hours should stay the same. The board was in agreement for changing the opening hours as Mr. Owen suggested.

Mrs. Fitzgerald stated that she felt the trustees should have the option of picking up a board packet rather than having to print their own copies from the web-site. Some discussion followed.

VIII. Adjournment

The meeting adjourned at 8:05 p.m.

Approved by HPLD Board Action on _____.

Daniel W. St. Peters, Secretary