

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
MARCH 18, 2010
MULTI-PURPOSE ROOM
132 ALTON SQUARE, ALTON, ILLINOIS 62002**

I. Opening of Meeting

A. Call to order

Mr. Rick Lauschke, President, presided and called the meeting to order at 7:00 p.m.

B. Determination of a quorum

Members present:

Mr. Rick Lauschke	President
Mr. Dan St. Peters	Vice-President
Dr. Kevin Chapel	Treasurer
Mrs. Karen McAtee	Trustee
Mr. David Schmalbeck	Trustee

Members absent:

Mrs. Mary Lou Watson	Secretary (Excused)
Mr. Kevin Botterbush	Trustee (Excused)

Others present:

Mr. Jeffrey Owen	HPLD Executive Director
Mr. C. Dana Eastman	HPLD Attorney
Ms. Emily Irvine	HPLD Business Operations/HR Asst.
Mrs. Cathie Lamere	HPLD Genealogy & Local History Mgr.

C. Recognition of visitors to the meeting

Mr. Lauschke introduced the guests.

D. Approval of agenda

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

Approve the agenda.

The agenda was not approved as the Financial Statements for months ending February 28, 2010 were pulled from the agenda to be included on April's agenda.

II. Open forum

Mr. Lauschke provided the guests an opportunity to speak but all declined.

III. Consent items

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

Approve the consent items as follows:

- A. Approval of the minutes of the special meeting conducted February 4, 2010
- B. Approval of the minutes of the regular meeting conducted February 18, 2010
- C. Approval of the bill lists for the periods ending February 5, 2010 and February 19, 2010, payable on the same dates

A roll call vote was taken.

Botterbush	Absent
Chapel	Yes
Lauschke	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Absent

Motion carried.

IV. Committees

A. Board Policy Development

Mr. St. Peters reported that the committee met on the second Monday in March to continue work on the Organizational Finance Policy. The next committee meeting will be held on April 12, 2010.

B. Building & Equipment

Mr. St. Peters reported that the committee met to discuss the Hayner Building remodel and remediation. The next meeting will be Monday, March 22, 2010.

C. Finance & Insurance

Dr. Chapel reported that the committee met to discuss financing for the Hayner Building project. The committee will deposit Corporate Personal Property Replacement Tax into the Building & Equipment Fund while increasing the levy on the Retirement and Social Security Funds. It was discussed that the district can take out a loan to finance the project in order to avoid dipping into cash reserves. In order to do this, the current Alton Square loan payment will be rescheduled to reflect the twenty year payment plan as opposed to the current ten year payment plan.

D. Personnel

Mr. Owen reported that the committee did not meet.

V. Non-Resident Card Sales

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

Approve discontinuing the sale of non-resident cards.

Mr. Owen explained that the district is not legally obligated to sell non-resident cards. The grand-fathered agreement with Elsay has been nullified as the village made a declaration that it will discontinue the agreement with Hayner. Those patrons who currently have a non-resident card issued to them by Hayner may continue to use the card until it expires; these cards may not be renewed and no further non-resident sales may be made by Hayner after tonight's resolution. Mr. Owen stated that if there is no library in the immediate community, the potential patron should seek staff assistance in order to determine the most appropriate library from which to obtain a card; this card may be used at any library in the Lewis & Clark Library System, including Hayner.

A roll call vote was taken.

Botterbush	Absent
Chapel	Yes
Lauschke	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Absent

Motion carried.

VI. Contract Award

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

Approve removing the award of the construction contract to Jun Construction for the renovation of the Hayner Building from the table (tabled February 18, 2010).

A roll call vote was taken.

Botterbush	Absent
Chapel	Yes
Lauschke	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Absent

Motion carried.

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

Approve awarding the construction contract to Jun Construction for the renovation of the Hayner Building per the proposed contract.

A roll call vote was taken.

Botterbush	Absent
Chapel	Yes
Lauschke	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Absent

Motion carried.

VII. Fundraising

As Mr. Botterbush was absent, no discussion took place.

VIII. Director's Report

Mr. Owen passed out a statement of economic interest to each board member as well as notification of the receipt of Captain Sim's 57th Expeditionary Signal Battalion letter sent in thanks for supporting the soldiers; another letter from a Waterloo patron shared a pleasant experience at Hayner with the assistance of one of Hayner's circulation staff. Mr. Owen also reported that the district has received the one dollar per year lease payment from the Friends of the Library but has yet to receive their six month financial which is soon to come. In addition to the annual one dollar lease payment, the Friends also made a \$3500 unrestricted contribution to Hayner. The next Friends of the Library sale will be May 12, 13, and 14.

Mr. Owen expressed gratitude toward Kinzel Flower for its weekly flower delivery to both Hayner locations.

Mr. Owen is currently working with John Heinrich to determine the library's role with the new community center.

He then passed out the latest edition of the Illinois Library Laws and Rules.

Mr. Owen ended his report by expressing his concern about the recent Lefferson & Associates and BRIC invoices as they are billed at 2% and 6% for interior and design, and these percentages are taken on a total project cost which includes the cost of various remediation fees at \$24,000 which he feels is outside the realm of construction; he inquired of the board as to their opinion on the matter. It was agreed that the \$24,000 is outside of construction. Mr. Owen's concern also extended to the 100% billing recently

presented by BRIC; it was the understanding that some retainage would be maintained, but other parties do not agree that the contract reflects this.

Mr. Owen ended his report by declaring the BTOP grant complete and submitted. He passed out the Executive Summary for the board's perusal.

IX. General Discussion

Dr. Chapel inquired of the Jun contract and as to whether or not Jun will continue to work with the contract. Mr. Owen believes the contract will likely be amended.

X. Adjournment

There being no further business, the meeting was adjourned at 7:31 p.m.

Approved by HPLD Board Action on _____.

Mary DeGrand Watson, Secretary