

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
JUNE 17, 2010
STAFF WORKROOM
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
Mrs. Mary DeGrand Watson	Secretary
Dr. Kevin Chapel	Treasurer
Mr. Kevin Botterbush	Trustee
Mrs. Karen McAtee	Trustee
Mr. David Schmalbeck	Trustee

Members absent:

Others present:

Mr. Jeffrey Owen	HPLD Executive Director
Mr. C. Dana Eastman	HPLD Attorney
Ms. Emily Irvine	HPLD Business Operations/HR Asst.
Mrs. Carole Thornberry	Jennie D. Hayner Association

C. Recognition of visitors to the meeting

Mr. Lauschke introduced the guests.

D. Approval of agenda

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

Approve the agenda and requested changes to consent items.

A roll call vote was taken.

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

Motion carried.

II. Open forum

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

III. Consent items

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

Approve the consent items as follows:

- A. Approval of the minutes of the regular meeting conducted May 20, 2010
- B. Approval of the minutes of the closed session conducted May 20, 2010
- C. Approval of the bill lists for the periods ending May 14, 2010, and May 28, 2010, payable on the same dates
- D. Financial Statements for month ending May 31, 2010

A roll call vote was taken.

Botterbush	Yes
Chapel	Yes
Lauschke	No
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

IV. Cash Transfers

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

Approve the transfer of unexpended General Fund cash to the Building & Equipment Fund

A roll call vote was taken.

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

Motion carried.

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

Approve the transfer of Working Cash interest earnings to Building & Equipment Fund

A roll call vote was taken.

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

Motion carried.

V. Determination of Prevailing Wage Rates

A motion was made by Mr. Botterbush, seconded by Mrs. McAtee, to:

Approve resolution of the Determination of Prevailing Wage Rates, June 2010

A roll call vote was taken.

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

Motion carried.

VI. Investment Policy Compliance

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

Approve resolution of Investment Policy Compliance

A roll call vote was taken.

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

Motion carried.

VII. Resolution

A motion was made by Mr. Schmalbeck, seconded by Mrs. McAtee, to:

Approve resolution providing for a public hearing on budget and Appropriation Ordinances for fiscal year 2011

A roll call vote was taken.

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

Motion carried.

VIII. Committees

A. Board Policy Development

Mr. St. Peters reported that the committee did not meet.

B. Building & Equipment

Mr. St. Peters reported that the committee met on June 7, 2010 to discuss removing low voltage cabling and fire & burglar alarm from the scope of the renovation project in the Hayner Building. This would involve a credit from Jun Construction. Mr. Owen and Mr. Foley, Assistant Director of Information Technology, will continue to mediate this matter.

The van lease and buy out were also discussed briefly.

C. Finance & Insurance

Dr. Chapel reported that the committee met to discuss the current year's insurance renewals. The committee decided to stay with Blue Cross Blue Shield of Illinois as the increase for the next fiscal year will be only 1.64%. The dental insurance was revised and changed from Delta Dental's platinum plan to the silver plan; this insurance plan will cover PPO dentists in-network for Hayner employees.

The committee received bids from various local insurance agents for the district's casualty, liability, and property insurances; the decision was made to switch from Augustine Insurance of Bethalto to Luken Insurance of Alton.

D. Personnel

Mrs. Watson reported that the committee did not meet but will meet on June 28th to discuss the director's evaluation and the staff satisfaction survey.

Mrs. Watson also reported that she will not be able to attend the regular board meeting scheduled for July 28th, 2010.

IX. By-Laws

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

Approve Ordinance 10-8, an ordinance amending the by-laws of the district

A roll call vote was taken.

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

Motion carried.

X. Meeting Ordinance

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

Approve Ordinance 10-1, an ordinance setting the meeting dates for fiscal year 2011

A roll call vote was taken.

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

Motion carried.

XI. Audit

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

Approve Scheffel and Company, PC as recommended by the Finance & Insurance Committee

A roll call vote was taken.

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

Motion carried.

XII. Insurance

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

Approve the Blue Cross Blue Shield of Illinois renewal as recommended by the Finance & Insurance Committee

A roll call vote was taken.

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

Motion carried.

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

Approve the Delta Dental Silver Plan renewal as recommended by the Finance & Insurance Committee

A roll call vote was taken.

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

Motion carried.

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

Approve Luken Insurance as recommended by the Finance & Insurance Committee

A roll call vote was taken.

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

Motion carried.

XIII. Director's Report

Mr. Owen reported that the district extended the Chrysler van lease for six months. The lease currently is at \$278.28/month. Mr. Owen intends to put out a bid notice for another vehicle.

A \$25,000 transfer will be made from the Insurance Fund to the Working Cash Fund. This repayment is made as the final payment for a \$40,000 loan made from Working Cash to the Insurance Fund.

Mr. Owen stated that the Summer Reading Program has 317 youth in attendance and 98 teens which is a good, positive turn-out.

Brief discussion surrounding social networking took place. Mr. Owen shared that Mike Bazzell, Computer Crime Detective, of the Alton Police Department has visited Hayner recently to discuss the pros and cons of adopting social networking in and for the library. The District's Young Professional Committee met with a focus group, returning the

following preferences for the way in which this demographic views advertisements: Facebook, emailed newsletters, and the ability to view updates/emails from a mobile phone.

XIV. General Discussion

Mr. St. Peters inquired as to when the next time the computer policy will be reviewed and presented to the board. Mr. Owen replied that it will be August when this occurs.

XV. Adjournment

There being no further business, Mrs. Watson moved that the meeting be adjourned at 7:45 p.m.

Approved by HPLD Board Action on _____.

Mary DeGrand Watson, Secretary