

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
DECEMBER 15, 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 6:30 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

Others present:

Mr. Jeffrey Owen	Executive Director
Ms. Sue Hardin	Assistant Director Business Operations/HR
Mrs. Marilyn Stewart	Business Operations/HR Asst.

C. Recognition of visitors to the meeting

Mr. Lauschke introduced the guest.

D. Approval of agenda

A motion was made by Mrs. McAtee, seconded by Mr. St. Peters, 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 announced that no “Requests to be Heard” forms had been submitted.

III. Consent items

Mr. Owen stated the consent list would have to be amended as financial statements only for the months of July 2010, August 2010 and September 2010. A motion was made by Mr. St. Peters, seconded by Mrs. Watson, to:

Approve the consent items *as amended* as follows:

- A. Approval of the minutes of the regular meeting conducted on November 17, 2010;
- B. Approval of the bill lists for the periods ending Nov. 5 and Nov. 19, 2010 payable on the same dates;
- B. Financial Statements for months ending July 31, 2010; August 31, 2010; and September 30, 2010.

A roll call vote was taken:

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

Motion carried.

IV. Committees

A. Board Policy Development

Mr. St. Peters stated that there is no report.

B. Building & Equipment

Mr. Owen reported that the Hayner building project is progressing, albeit slowly. Furniture was delivered today with some slight damage, which will be corrected immediately. There are still some problems with the paint job, and several odds and ends that remain on the punch list. Heating and air systems need some fine-tuning, as well as some lighting issues. Hopefully all the remaining problems will be addressed and corrected in the coming week.

C. Finance & Insurance

Dr. Chapel stated that there is no report.

D. Fundraising

Mr. Botterbush reported that he is considering some new candidates to help with this committee. He expects to have a meeting in January.

E. Personnel

Mrs. Watson stated that there is no report.

V. **Evaluation Form**

Mrs. Watson made a motion to approve the revised Executive Director evaluation form; seconded by Mrs. McAtee.

A roll call vote was taken:

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

Motion carried.

VI. **Director's Report**

Mr. Owen reported that the Hayner Public Library District Facebook page is up and running. Mary Cordes is managing the page, with over 200 "friends" supporting the library. Mr. Owen also referenced a very positive Letter to the Editor regarding the exceptional resources and services provided by the library and staff. He went on to discuss the opening of the Hayner Building. Judy Hoffman went through two cabinets with historical information and artifacts, and found significant items for the opening display cases. The Jennie D.'s will discuss how they will display these items when they meet the 3rd week of February. There was discussion regarding a "soft opening" in February with a grand opening in May. This topic will be revisited at the January board meeting. The 2010 Per Capita Grant funds have been distributed.

VII. General Discussion

There was no additional general discussion.

VIII. Closed Session

Mr. St. Peters made a motion to approve entering closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees or legal counsel for the District per 5 ILCS 120/2(c), seconded by Mr. Botterbush.

A roll call vote was taken:

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

Motion carried.

The meeting was moved to closed session at 6:49 p.m.

A motion was made by Mrs. Watson and seconded by Dr. Chapel, to return to open session at 6:58 p.m.

A roll call vote was taken:

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

Motion carried.

IX. Adjournment

There being no further business, Mrs. Watson moved that the meeting be adjourned at 6:59 p.m.

Approved by HPLD Board Action on _____.

Mary DeGrand Watson, Secretary