

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
JUNE 16, 2011
MULTI-PURPOSE ROOM
132 ALTON SQUARE, ALTON, ILLINOIS 62002**

I. Opening of Meeting

A. Call to order

Mr. Dan St. Peters, President, presided and called the meeting to order at 6:00 p.m.

B. Determination of a quorum

Members present:

Mr. Dan St. Peters	President
Mr. David Schmalbeck	Vice-President
Mrs. Mary DeGrand-Watson	Secretary
Mr. Kevin Botterbush	Trustee
Dr. Kevin Chapel	Trustee
Mr. Rick Lauschke	Trustee

Members Absent:

Mrs. Karen McAtee	Treasurer	Excused
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Others present:

Mr. Jeffrey Owen	Executive Director
Mr. C. Dana Eastman	HPLD Attorney
Ms. Sue Hardin	Assistant Director Business Operations/HR

C. Recognition of visitors to the meeting

Mr. St. Peters introduced Mr. Matt Foley.

D. Approval of agenda

A motion was made by Mr. Lauschke, seconded by Mrs. Watson, to:
Approve the agenda and requested change to consent items.

A roll call vote was taken:

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

Motion carried.

II. Open forum

Mr. St. Peters acknowledged Mr. Foley's "Request to be Heard" form, and suggested that his request would be heard during closed session.

III. Approval of Agenda and Consent items

Mr. St. Peters acknowledged that the Financial Statements for the months ending May 31, 2011 were not available, and recommended removing approval of such from the list of consent items. A motion was made by Mr. Schmalbeck, seconded by Mr. Botterbush, to:

Approve the agenda and consent items *as amended* as follows:

- A. Approval of the minutes of the regular meeting conducted on May 19, 2011;
- B. Approval of the minutes of the closed session conducted during the May 19, 2011 meeting
- C. Approval of the bill lists for the periods ending May 6, 2011 and May 27, 2011 payable on the same dates;

A roll call vote was taken:

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

Motion carried.

IV. Cash Transfers

- A. A motion was made by Mr. Lauschke, seconded by Mrs. Watson, to approve the transfer of unexpended General Fund cash to the Building and Equipment Fund.

A roll call vote was taken:

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

Motion carried.

B. A motion was made by Mr. Lauschke, seconded by Mrs. Watson, to approve the transfer of Working Cash interest earnings to the Building and Equipment Fund.

A roll call vote was taken:

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

Motion carried.

V. Determination of Prevailing Wage Rates

A motion was made by Mrs. Watson, seconded by Mr. Schmalbeck, to approve resolution of the Determination of Prevailing Wage Rates, June 2011.

A roll call vote was taken:

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

Motion carried.

VII. Resolution

Item VII. was removed from the agenda. No action was taken on this item.

VIII. Committees

A. Board Policy Development

The committee did not meet and there is no report.

B. Building & Equipment

Dr. Chapel reported on the problems with the air conditioning units at Alton Square. King Air Conditioning & Heating has determined that the Daikin unit probably needs a new compressor. They were also able to determine that the unidentifiable odor at Alton Square may be coming from the Daikin unit, dumping into the Munters unit. They will continue to address the problems with these units.

C. Finance & Insurance

The committee did not meet and there is no report.

D. Fundraising

The committee did not meet, but Mr. Botterbush stated that a meeting will be called in the near future.

E. Personnel

The committee did not meet and there is no report.

IX. By-Laws

A motion was made by Mrs. Watson, seconded by Mr. Lauschke, to approve Ordinance 11-2, an ordinance amending the by-laws of the district.

A roll call vote was taken:

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

Motion carried.

X. Director's Report

Mr. Owen reported that he has received several compliments and thank-you messages regarding the Open House and Grand Opening of the Hayner Building.

XI. General Discussion

No additional topics were discussed.

XII. Closed Session

Dr. Chapel 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. Lauschke.

A roll call vote was taken:

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

Motion carried.

The meeting was moved to closed session at 6:10 p.m.

A motion was made by Mrs. Watson and seconded by Mr. Lauschke , to return to open session at 8:59 p.m.

A roll call vote was taken:

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

Motion carried.

XIII. Adjournment

There being no further business, Mrs. Watson moved that the meeting be adjourned at 9:00 p.m.

Approved by HPLD Board Action on _____.

Mary DeGrand Watson, Secretary