

THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
MAY 19, 2011
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 6:00 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

Others present:

Mr. Jeffrey Owen	Executive Director
Mr. C. Dana Eastman	HPLD Attorney
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 Mrs. Stewart.

D. Approval of agenda

Mr. Lauschke recommended pulling the financial statements from the list of consent items to be approved.

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

Approve the agenda and requested change 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

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

Approve the amended consent items as follows:

- A. Approval of the minutes of the regular meeting conducted on April 21, 2011;
- B. Approval of the minutes of the closed session conducted on April 21, 2011;
- C. Approval of the bill lists for the periods ending April 8, 2011 and April 22, payable on the same dates;

A roll call vote was taken:

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

Motion carried.

Following a brief discussion, a motion was made by Mr. St. Peters, seconded by Mrs. Watson, to approve financial statements for the months ending April 30, 2011.

A roll call vote was taken:

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

Motion carried.

IV. Oath Administration

A. Mrs. Watson administered the oath of office to the recently re-elected trustees: (Mr. Botterbush, Dr. Chapel, Mrs. McAtee and Mr. Schmalbeck).

V. Sine Die Adjournment

A. A motion was made by Mrs. McAtee, seconded by Mr. Botterbush to adjourn the former board.

A roll call vote was taken:

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

Motion carried.

VI. Reorganization of the Board of Trustees

A. Roll call

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

B. Appointment of temporary chair

Mr. St. Peters was appointed as temporary chair.

C. Election of Officers

A motion was made by Mr. Lauschke, seconded by Mr. Botterbush, to approve the slate of officers for the 2011-2013 term, as presented by the Nominating Committee during the April meeting.

Mr. Lauschke referenced the HPLD Board Policy Manual, which states that a trustee cannot hold office beyond two full terms without a vacancy. Therefore, Dr. Chapel is ineligible to serve as Treasurer for an additional term.

A roll call vote was taken to elect officers as originally nominated:

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

Motion failed.

A motion was made by Mrs. Watson, seconded by Mrs. McAtee to elect a new slate of officers as follows:

Mr. St. Peters	President
Mr. Schmalbeck	Vice President
Mrs. Watson	Secretary
Mrs. McAtee	Treasurer

A roll call vote was taken:

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

Motion carried. Mr. St. Peters assumed leadership as newly-elected president and conducted the remainder of the meeting.

D. Approve bank resolutions

A motion was made by Mr. Botterbush, seconded by Mr. Lauschke to approve bank resolutions as amended to reflect the new slate of officers.

A roll call vote was taken:

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

Motion carried.

E. Appointment of standing committees and committee chairpersons

Mr. St. Peters postponed the appointment of standing committees and chairpersons until the following board meeting.

VII. Committees

A. Building and Equipment Committee

Mr. St. Peters stated that the committee did not meet and there is no report.

B. Board Policy Development

Mr. St. Peters reported that the committee did not meet and there is no report.

C. Finance & Insurance

Dr. Chapel stated that the committee did not meet; they are waiting on the final financial reports from the Hayner project so they can complete their budgeting process.

D. Fundraising

Mr. Botterbush stated that the committee did not meet and there is no report.

E. Personnel

Mrs. Watson stated that the committee met to discuss the Executive Director's performance review. The committee recommends that Mr. Owen be relieved of his obligation to continue his coursework towards his Master's Degree. The committee feels that his job experience is sufficient to meet the requirements of his position. The consensus of the board was to relieve Mr. Owen of this obligation.

VIII. Meeting Dates

- A. A motion was made by Mr. Lauschke, seconded by Mrs. Watson to approve Ordinance 11-1, setting the meeting dates for fiscal year 2011 – 2012.

A roll call vote was taken:

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

Motion carried.

IX. Director's Compensation

A motion was made by Mr. Lauschke, seconded by Mrs. McAtee to approve a 2% increase in the Director's salary for FY 2012.

A roll call vote was taken:

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

Motion carried.

X. Director's Report

Mr. Owen reported on the following topics:

- Per Capita Grant;
- Final GateNet figures;
- Mrs. Womack's retirement;
- Published notice for janitorial services;
- Tax objection by Illinois Bell;
- Completed Hayner building;
- Requested parking limits and handicap designation in front of the Hayner building;
- Grant-writer position.

XI. General Discussion

The following items were discussed:

- Attendance at the grand opening for the Hayner building;
- Property adjacent to Hayner building;
- Museum display cases.

XII. Closed Session

A motion was made by Mrs. McAtee 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	Yes
Lauschke	Yes
McAtee	Yes
St. Peters	Yes
Schmalbeck	Yes
Watson	Yes

Motion carried.

The meeting was moved to closed session at 6:54 p.m.

A motion was made by Mrs. Watson and seconded by Mr. St. Peters, to return to open session at 7:05 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 7:06 p.m.

Approved by HPLD Board Action on June 16, 2011.

Mary DeGrand Watson
Mary DeGrand Watson, Secretary