THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
MAY 24, 2018
ADMINISTRATIVE OFFICES
401 STATE STREET, ALTON, ILLINOIS 62002

1. Opening of Meeting

A. Call to order
Dr. Melissa Batchelor, Secretary, presided and called the meeting to order at 6:00 p.m.

B. Determination of a quorum

Members present:

Dr. Melissa Batchelor Secretary
Mrs. Karen McAtee Treasurer
Ms. Kim Shoemaker Trustee
Mr. Dan St. Peters Trustee
Mrs. Mary Lou DeGrand Watson Trustee

Members Absent:

Mr. Kevin Botterbush President Excused
Mr. Peter Tassinari Vice President Excused

Others present:

Ms. Bernadette Duvernoy Executive Director – THPLD
Ms. Sue Hardin CFO / Asst. Dir. of HR – THPLD

C. Recognition of visitors to the meeting

There were no visitors in attendance.

D. Approval of agenda and requested changes to consent items

A motion was made by Mr. St. Peters, seconded by Mrs. Watson, to approve the agenda. There were no changes to the consent items.

A roll call vote was taken:
Batchelor  Yes
Botterbush  Absent
McAtee  Yes
St. Peters  Yes
Shoemaker  Yes
Tassinari  Absent
Watson  Yes

Motion carried.

2. **Open forum**

Dr. Batchelor acknowledged that no “Request to be Heard” forms had been submitted.

3. **Approval of Consent items**

A motion was made by Mrs. McAtee, seconded by Mr. St. Peters, to approve the consent items as follows:

A. Approval of the minutes of the regular meeting conducted on April 26, 2018;
B. Approval of the bill lists for the periods ending April 6, 2018 and April 20, 2018 payable on the same dates;
C. Approval of the Financial Statements for the months ending April 30, 2018 subject to audit.

A roll call vote was taken:

    Batchelor  Yes
    Botterbush  Absent
    McAtee  Yes
    St. Peters  Yes
    Shoemaker  Yes
    Tassinari  Absent
    Watson  Yes

Motion carried.

4. **Committees**

A. **Board Policy Development**
   No meeting; no report

B. **Building & Equipment**
   No meeting; no report
C. Finance & Insurance
Ron Peach, of Lewis Insurers, presented his proposal for casualty, property and liability insurance policies to the Finance and Insurance Committee on May 23, 2018. The overall yearly cost of our combined policies is approximately $10,000 less than FY2018 rates, primarily because of our improved Workers Compensation rating. There was also a decrease in the pricing for our Public Officials Treasurer's bond. The Committee recommended approval of the proposal.

D. Personnel
No meeting; no report

5. Insurance

A motion was made by Mrs. Watson, seconded by Ms. Shoemaker to approve the FY2019 proposal for casualty, liability and property insurance policies as recommended by the Finance and Insurance Committee.

A roll call vote was taken:

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Batchelor</td>
<td>Yes</td>
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<tr>
<td>Botterbush</td>
<td>Absent</td>
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<tr>
<td>McAtee</td>
<td>Yes</td>
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<tr>
<td>St. Peters</td>
<td>Yes</td>
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<td>Shoemaker</td>
<td>Yes</td>
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<tr>
<td>Tassinari</td>
<td>Absent</td>
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<tr>
<td>Watson</td>
<td>Yes</td>
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Motion carried.

6. Director’s Report

Ms. Duvernay discussed the following topics in addition to her written report:
- FY 2019 Operating budget will be ready for consideration by the Finance & Insurance Committee within the next two weeks;
- There are leaks in the roof of the Friends of Hayner Library building on State Street. Repairs have been scheduled.

7. General Discussion

There was no additional general discussion.

8. Closed session

The closed session was postponed to the June meeting.
9. **Adjournment**

There being no further business, the meeting was adjourned at 6:16 p.m.

Approved by THPLD board action on **June 28, 2018**.

Melissa Batchelor, Secretary