THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
FEBRUARY 4, 2016
MULTI-PURPOSE ROOM
132 ALTON SQUARE, ALTON, ILLINOIS 62002

1. Opening of Meeting

A. Call to order

Mr. Kevin Botterbush, President, presided and called the rescheduled meeting to order at 6:00 p.m.

B. Determination of a quorum

Members present:

Mr. Kevin Botterbush President
Dr. Kevin Chapel Vice President
Mrs. Melissa Batchelor Secretary
Mrs. Karen McAtee Treasurer
Mr. Dan St. Peters Trustee
Mr. Peter Tassinari Trustee
Mrs. Mary Lou DeGrand Watson Trustee

Members absent:

None

Others present:

Ms. Bernadette Duvernoy Executive Director – THPLD
Ms. Sue Hardin CFO / Asst. Dir. of HR – THPLD
Mrs. Mary Cordes Asst. Dir of Cire & Strateg. Svcs. - THPLD

C. Recognition of visitors to the meeting

Mr. Botterbush welcomed Mrs. Cordes to the meeting.

D. Approval of agenda and requested changes to consent items
A motion was made by Mr. St. Peters, seconded by Mrs. McAtee, to approve the agenda. There were no changes to the consent items.

A roll call vote was taken:

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<th>Name</th>
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<tr>
<td>Batchelor</td>
<td>Yes</td>
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<tr>
<td>Botterbush</td>
<td>Yes</td>
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<td>Chapel</td>
<td>Yes</td>
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<td>McAtee</td>
<td>Yes</td>
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<tr>
<td>St. Peters</td>
<td>Yes</td>
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<td>Tassinari</td>
<td>Yes</td>
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<td>Watson</td>
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Motion carried.

2. **Open forum**

Mr. Botterbush acknowledged that no “Request to be Heard” forms had been submitted.

3. **Approval of Consent items**

A motion was made by Mrs. Batchelor, seconded by Mrs. Watson, to approve the consent items as follows:

A. Minutes of the regular meeting conducted on November 19, 2015;
B. Bill lists for the periods ending November 6, 2015, and November 20, 2015, payable on the same dates;
C. Financial Statements for months ending November 30, 2015 and December 31, 2015.

A roll call vote was taken:

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Motion carried.
4. **Committees**

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

   B. **Building & Equipment**  
      No meeting; No report

   C. **Finance & Insurance**  
      No meeting; no report.

   D. **Personnel**  
      No meeting; no report

   E. **Fund Raising**  
      No meeting; no report

   F. **Long Range Plan**  
      No meeting; no report.

5. **Appraisal Fees**

   A motion was made to approve funding for payment of shared appraisal fees for defense of property assessment appeals not to exceed $750.

   A roll call vote was taken:

   - Batchelor  Yes
   - Botterbush  Yes
   - Chapel  Yes
   - McAtee  Yes
   - St. Peters  Yes
   - Tassinari  Yes
   - Watson  Yes

   Motion carried.

6. **Director’s Report**

   In addition to the written report previously submitted, Ms. Duvernoy also discussed the following topics:
   - Status of Illinois state budget funding of literacy programming (36%) and the negative impact on our Adult Literacy partnership with LCCC;
   - Jennie D Association meeting in February;
   - “Alton Architectural Gems” presentation by Genealogy & Local History Library staff;
   - Black History Month displays installed in all three library locations;
• "Armchair Traveler" program highlighting Ireland in February;
• Two new Library Assistant II positions filled.

7. General Discussion

There was brief discussion about the status of the Hudson Building. It was suggested that the Building & Equipment, as well as the Finance and Insurance Committees meet in advance of the February board meeting to determine next steps. Ms. Duvernoy requested input from the trustees regarding the monthly statistics report. It was agreed that Circ numbers, self-check totals per branch and database usage numbers were of the most interest to the board members. Mr. Botterbush asked the trustees to come to the February meeting prepared to discuss the Director’s performance evaluation in closed session. Mrs. Watson will provide the trustees with the evaluation form in advance of the meeting.

8. Adjournment

There being no further business, the meeting was adjourned at 6:38 p.m.

Approved by THPLD board action on February 25, 2016.

Melissa Batchelor, Secretary