THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
MAY 23, 2019
ADMINISTRATIVE OFFICES
401 STATE STREET, ALTON, ILLINOIS 62002

1. Opening of Meeting
   
   A. Call to order
      
      Mr. Kevin Botterbush, President, presided and called the meeting to order at 6:00 p.m.

   B. Determination of a quorum
      
      Members present:
      
      Mr. Kevin Botterbush President
      Mr. Peter Tassinari Vice President
      Dr. Melissa Batchelor Secretary
      Mrs. Karen McAtee Treasurer
      Ms. Kim Shoemaker Trustee
      Mrs. Mary Lou DeGrand Watson Trustee

      Members absent:
      
      Mr. Dan St. Peters Trustee Unexcused

      Others present:
      
      Ms. Bernadette Duvernay 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.

   D1. Approval of agenda and requested changes to consent items
      
      A motion was made by Mrs. McAtee, seconded by Dr. Batchelor, to approve the agenda. There were no changes to the consent items.
A roll call vote was taken:

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

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. Watson, seconded by Mr. Tassinari, to approve the consent items as follows:

A. Approval of the minutes of the regular meeting conducted on April 25, 2019;
B. Approval of the bill lists for the periods ending April 5, 2019 and April 191, 2019, payable on the same dates;
C. Approval of the Financial Statements for the months ending April 30, 2019.

A roll call vote was taken:

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

Motion carried.

4. **Nominating Committee Report**

Nominating Committee Chairperson Kim Shoemaker presented the following proposed slate of officers for FY 2020-2021:
A motion was made by Dr. Batchelor, seconded by Mr. Tassinari, to approve the nominations. Trustees will vote to elect at the reorganized May 2019 meeting.

A roll call vote was taken:

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

Motion carried.

5. **Trustee Recognition**

Mr. Botterbush recognized the contributions of Mr. Dan St. Peters to The Hayner Public Library District over the past thirteen years (2006 – 2019). In recognition of his dedicated service, the Library will purchase a book of his choosing to add to our collection. A bookplate honoring Mr. St. Peters will be permanently affixed to the book.

6. **Oath Administration**

A. Mr. Botterbush administered the Oath of Office to the recently re-elected Trustee, Dr. Melissa Batchelor. He also declared a vacancy on the Board (position vacated by Mr. St. Peters).

7. **Sine Die Adjournment**

Mr. Botterbush adjourned the meeting of the former Board at 6:06 p.m.
8. **Reorganization of the Board of Trustees**

A. Mr. Kevin Botterbush, President, presided and called the meeting to order at 6:06 p.m. Roll call was taken.

Members present:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Kevin Botterbush</td>
<td>President</td>
</tr>
<tr>
<td>Mr. Peter Tassinari</td>
<td>Vice-President</td>
</tr>
<tr>
<td>Dr. Melissa Batchelor</td>
<td>Secretary</td>
</tr>
<tr>
<td>Mrs. Karen McAtee</td>
<td>Treasurer</td>
</tr>
<tr>
<td>Ms. Kim Shoemaker</td>
<td>Trustee</td>
</tr>
<tr>
<td>Mrs. Mary Lou DeGrand Watson</td>
<td>Trustee</td>
</tr>
</tbody>
</table>

Members absent:

None

B. **Appointment of Temporary Chair**

Mr. Botterbush appointed Ms. Shoemaker to serve as temporary chair.

C. **Election of Officers**

A motion was made by Ms. Shoemaker, seconded by Mr. Tassinari, to elect the officers as previously proposed.

A roll call vote was taken:

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Batchelor</td>
<td>Yes</td>
</tr>
<tr>
<td>Botterbush</td>
<td>Yes</td>
</tr>
<tr>
<td>McAtee</td>
<td>Yes</td>
</tr>
<tr>
<td>Shoemaker</td>
<td>Yes</td>
</tr>
<tr>
<td>Tassinari</td>
<td>Yes</td>
</tr>
<tr>
<td>Watson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Motion carried. Mr. Botterbush resumed his role as president and continued to preside over the meeting.

9. **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

10. **Director’s Report**

   In addition to her previously submitted written report, Ms. Duvernoy discussed the following topics:
   
   - Shared a copy of the Alton ABC book, a joint project of Alton Community Unit School District #11 and The Hayner Library Genealogy and Local History Library;
   - Shared plans for a mural in the lobby of the Millers Mutual Building featuring scenes of Alton history in collaboration with the Genealogy and Local History library;
   - Working with Hull Management to repair leaking roof and resultant issues at the Alton Square library;
   - Property & Liability insurance proposals will be presented to the Finance & Insurance Committee; recommendations will be presented at the June Board of Trustees meeting;

11. **General Discussion**

   Mr. Botterbush discussed the board vacancy and asked trustees to carefully consider candidates for appointment. The vacancy must be filled within 60 days.

12. **Closed Session**

   A. A motion was made by Mrs. Watson, seconded by Mrs. McAtee, to approve entering closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees per 5ILCS 120/2(c)(1).

   A roll call vote was taken:

   Batchelor  
   Botterbush  
   McAtee  
   Shoemaker  
   Tassinari  
   Watson

   Yes  
   Yes  
   Yes  
   Yes  
   Yes  
   Yes

   Motion carried. The trustees entered closed session at 6:15 p.m.

   **Ms. Duvernoy and Ms. Hardin left the meeting at 6:15 p.m.**
B. A motion was made by Mrs. McAtee, seconded by Mr. Tassinari, to approve returning to open session. The trustees returned to open session at 6:40 p.m.

13. **Adjournment**

There being no further business, the meeting was adjourned at 6:40 p.m.

Approved by THPLD board action on [June 27, 2019].

[Signature]

Melissa Batchelor, Secretary