THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
NOVEMBER 17, 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 meeting to order at 6:00 p.m.

B. Determination of a quorum

Members present:

Mr. Kevin Botterbush      President
Dr. Kevin Chapel          Vice-President
Dr. 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
Mr. Greg Luna             Luna & Associates

C. Recognition of visitors to the meeting

Mr. Botterbush introduced Mr. Luna and welcomed him to the meeting.

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 Yes
Chapel    Yes
McAtee   Yes
St. Peters Yes
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 Dr. Batchelor, seconded by Mr. St. Peters, to approve the consent items as follows:

A. Approval of the minutes of the regular meeting conducted on October 27, 2016;
B. Approval of the bill lists for the periods ending October 7, 2016 and October 21, 2016, payable on the same dates;
C. Financial Statements for the months ending October 31, 2016;
D. Approval of the minutes of the Public Hearing conducted on September 22, 2016.

A roll call vote was taken:

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

Motion carried.
4. **Roof Specification Bid**

A motion was made by Dr. Batchelor, seconded by Dr. Chapel, to approve the proposal of the Specifications for Bid of the re-roofing project for the downtown library.

A roll call vote was taken:

- Batchelor: Yes
- Botterbush: Yes
- Chapel: Yes
- McAtee: Yes
- St. Peters: Yes
- Tassenari: Yes
- Watson: Yes

Motion carried.

*Mr. Luna left the meeting at 6:12 p.m.*

5. **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

6. **Levy Ordinances**

A motion was made by Mrs. Watson, seconded by Dr. Batchelor, to approve the following Levy Ordinances:

- 16-20 Audit Fund
- 16-21 Building and Equipment Fund
- 16-22 General Fund
- 16-23 Illinois Municipal Retirement Fund
- 16-24 Insurance Fund
- 16-25 Social Security Fund
A roll call vote was taken:

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

Motion carried.

7. **Resolution to Appeal Property Tax Objection**

A motion was made by Mr. St. Peters, seconded by Mrs. McAtee to request intervention in appeal proceeding and authorization to appoint Steve Mottaz to take action on behalf of The Hayner Public Library District.

A roll call vote was taken:

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

Motion carried.

8. **Board Policy**

A motion was made by Dr. Batchelor, seconded by Mr. St. Peters, to update the Board Policy Manual to reflect changes to Reimbursement Expenses and Terms of Office.

A roll call vote was taken:

- Batchelor: Yes
- Botterbush: Yes
- Chapel: Yes
- McAtee: Yes
- St. Peters: Yes
- Tassinari: Yes
- Watson: Yes
Motion carried.

9. **Director’s Report**

   In addition to the written report previously submitted, Ms. Duvernoy also discussed the following topics:
   - Status of Hull Management lease agreements;
   - Sale of cookbooks and library card sign-up on Black Friday.

10. **General Discussion**

    The trustees discussed the change in hours at the Genealogy and Local History Library. All agreed that the changes were appropriate.

11. **Closed Session**

    There was no need to enter closed session for the purpose of discussing the lease of the Alton Square library.

12. **Adjournment**

    There being no further business, the meeting was adjourned at 6:24 p.m.

Approved by THPLD board action on January 26, 2017.

[Signature]
Melissa Batchelor, Secretary