

**THE HAYNER PUBLIC LIBRARY DISTRICT  
TRUSTEE MEETING MINUTES  
OCTOBER 28, 2021  
ADMINISTRATIVE OFFICES  
401 STATE STREET  
ALTON, IL 62002**

**1. Opening of Meeting**

A. Call to order

Mr. Kevin Botterbush, President, presided and called the meeting to order at 5:30 p.m.

B. Determination of a quorum

Members present:

Mr. Kevin Botterbush	President
Mr. Peter Tassinari	Vice President
Mrs. Karen McAtee	Treasurer
Mr. Kerry Miller	Trustee
Ms. Kim Shoemaker	Trustee

Members Absent:

Dr. Melissa Batchelor	Secretary	Excused
Mrs. Amber Sims	Trustee	Excused

Others present:

Ms. Bernadette Duvernoy	Executive Director – THPLD
Ms. Sue Hardin	CFO; Asst. Dir. - 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

1. A motion was made by Mr. Miller, seconded by Mrs. McAtee, to approve the agenda. There were no changes to the consent items.

A roll call vote was taken:

Batchelor	Absent
Botterbush	Yes
McAtee	Yes
Miller	Yes
Shoemaker	Yes
Sims	Absent
Tassinari	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 Mr. Miller, seconded by Ms. Shoemaker, to approve the consent items as follows:

- A. Approval of minutes of the regular meeting conducted on September 23, 2021;
- B. Approval of Bill lists for the periods ending September 3, 2021 and September 17, 2021, payable on the same dates;
- C. Approval of Financial Statements for months ending June 30, 2021 (post-audit), July 31, 2021, August 31, 2021 and September 30, 2021.

A roll call vote was taken:

Batchelor	Absent
Botterbush	Yes
McAtee	Yes
Miller	Yes
Shoemaker	Yes
Sims	Absent
Tassinari	Yes

Motion carried.

**4. Committee Reports**

- A. Board Policy Development  
No meeting; No report
- B. Building and Equipment  
No meeting; no report

C. Finance & Insurance  
No meeting; no report

D. Personnel  
No meeting; no report

E. Long Range Plan  
Mr. Tassinari shared his intention to provide assignments to all trustees to ensure implementation of the Long Range Plan over the next five years. The Plan has been subdivided into five areas:

- (1) Community Outreach;
- (2) Literacy;
- (3) Technology;
- (4) Facilities; and
- (5) Services.

Trustees will work with key staff and report results to the full board on a regular basis. Mr. Tassinari asked trustees to advise him of their interest in particular topics; if preferences are not provided he will make assignments. The intent of the LRP Committee is to ensure that the plan remains an active, fluid document which will move the District forward in exciting, innovative ways over the next five years.

**5. Levy Ordinance**

A motion was made by Mr. Miller, seconded by Mr. Tassinari, to approve Levy Ordinance 21-18 for Fiscal Year 2022.

A roll call vote was taken:

Batchelor	Absent
Botterbush	Yes
McAtee	Yes
Miller	Yes
Shoemaker	Yes
Sims	Absent
Tassinari	Yes

Motion carried.

**6. Director's Report**

In addition to the written report previously submitted to the Board, Ms. Duvernoy presented the following topics for discussion:

- Final cookbook sold (from previous fundraising effort);
- Awarded \$24,000 “Expanding Digital Inclusion” grant from the Illinois State Library. This will allow us to purchase laptops and hot spots to circulate among patrons. We will test the circulation effort to see if this is something we can provide on a regular basis and perhaps expand if successful;

- Our Reference manager compiled a directory of community mental health resources for distribution throughout our community;
- Maintenance department completed a District facilities operations manual;
- Planning to continue virtual kids programming for the time being. Board concurs;
- Trustees must review the entire book “Standards for Illinois Public Libraries” as a requirement for the upcoming Per Capita Grant. Ms. Duvernoy has made the book available to all trustees and asked that they begin reviewing the material.

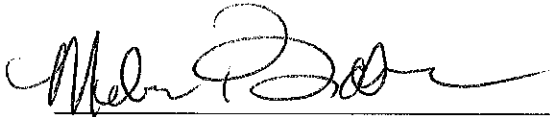
7. **General Discussion**

There was no additional discussion.

8. **Adjournment**

There being no further business, the meeting was adjourned at 5:51 p.m.

Approved by THPLD board action on November 18, 2021.



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Melissa Batchelor, Secretary