

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
OCTOBER 27, 2022
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
Ms. Kim Shoemaker	Secretary
Mrs. Karen McAtee	Treasurer
Mr. David Cousley	Trustee
Mr. Kerry Miller	Trustee
Mrs. Amber Sims	Trustee

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. Sims, to approve the agenda. There were no changes to the consent items.

A roll call vote was taken:

Botterbush	Yes
Cousley	Yes
McAtee	Yes

Miller	Yes
Shoemaker	Yes
Sims	Yes
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 Mrs. McAtee, seconded by Mr. Miller, to approve the consent items as follows:

- A. Approval of minutes of the Public Hearing conducted on September 22, 2022;
- B. Approval of minutes of the regular meeting conducted on September 22, 2022
- C. Approval of bill lists for the periods ending September 2, 2022, September 16, 2022 and September 30, 2022, 2022, payable on the same dates;
- D. Approval of Financial Statements for the months ending September 30, 2022.

A roll call vote was taken:

Botterbush	Yes
Cousley	Yes
McAtee	Yes
Miller	Yes
Shoemaker	Yes
Sims	Yes
Tassinari	Yes

Motion carried.

4. Committee Reports

- A. Building and Equipment
No meeting; no report
- B. Finance and Insurance
No meeting; no report
- C. Personnel

Mr. Miller reported that the committee met on October 19 to review proposed changes to the Personnel Policy manual. Those changes include providing paid benefits to part-time employees. The updated manual will be presented for

approval later in the meeting. Mr. Miller scheduled another committee meeting for November 9, 2022 at 3:30 p.m.

- D. Long Range Plan
No meeting; no report.

5. Levy Ordinance

A motion was made by Mrs. Sims, seconded by Mrs. McAtee, to approve Levy Ordinance 22-19 for Fiscal Year 2023.

A roll call vote was taken:

Botterbush	Yes
Cousley	Yes
McAtee	Yes
Miller	Yes
Shoemaker	Yes
Sims	Yes
Tassinari	Yes

Motion carried.

6. Policy Ordinance

A motion was made by Mrs. McAtee, seconded by Mrs. Sims to approve Personnel Policy Ordinance 22-20 for Fiscal Year 2023.

A roll call vote was taken:

Botterbush	Yes
Cousley	Yes
McAtee	Yes
Miller	Yes
Shoemaker	Yes
Sims	Yes
Tassinari	Yes

Motion carried.

7. Review of Materials

Ms. Duvernoy discussed checklists of Chapters 1 & 2 of “Serving Our Public 4.0.” Trustees participated in discussion of these materials.

8. Director’s Report

In addition to her previously submitted written report, Ms. Duvernoy discussed the following topics:

- Completion of a FOIA request submitted by SmartProcure;
- Meeting with Jacoby Arts Center to discuss possible programming partnership.

8. General Discussion

- Mr. Botterbush reminded trustees that the November meeting will be held on the third Wednesday in November (November 17) rather than the fourth Thursday, in observance of Thanksgiving Day.
- Mr. Botterbush also reminded those trustees whose terms are up to start making decisions about running for re-election.

9. Adjournment

There being no further business, the meeting was adjourned at 6:00 p.m.

Approved by THPLD board action on _____.

Kim Shoemaker, Secretary