

**THE HAYNER PUBLIC LIBRARY DISTRICT  
TRUSTEE MEETING MINUTES  
JULY 28, 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	Trustee
Mr. Kerry Miller	Trustee
Mrs. Amber Sims	Trustee

Members Absent:

Mrs. Karen McAtee	Treasurer	Excused
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Others present:

Ms. Bernadette Duvernoy	Executive Director – THPLD
Ms. Sue Hardin	CFO; Asst. Dir. - HR – THPLD
Mr. David Cousley	Trustee appointee

C. Recognition of visitors to the meeting

Mr. Botterbush introduced David Cousley, incoming trustee.

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
McAtee	Absent
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. Oath Administration**

Mr. Botterbush moved the Oath Administration to the next matter of business on the agenda. He asked Ms. Shoemaker, Secretary of the Board of Trustees, to administer the Oath of Office to Mr. David Cousley, newly appointed board member. Mr. Cousley will fill the vacancy left by resigning board member, Melissa Batchelor. Mr. Cousley accepted the appointment and completed his Oath of Office.

**4. Approval of Consent items**

A motion was made by Mr. Miller, seconded by Mrs. Sims, to approve the consent items as follows:

- A. Approval of minutes of the regular meeting conducted on June 23, 2022;
- B. Approval of Bill lists for the periods ending June 10, 2022 and June 24, 2022, payable on the same dates;
- C. Approval of Financial Statements for months ending June 30, 2022.

A roll call vote was taken:

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

Motion carried.

**5. 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

No meeting; Mr. Tassinari recommended that the committee meet in the coming weeks. Mr. Botterbush suggested that all committees meet more regularly.

**6. Committee Appointments**

Ms. Duvernoy announced that Mr. Cousley will assume the committee assignments of Dr. Batchelor on the Building & Equipment and Long Range Plan committees. Ms. Duvernoy will distribute final committee assignments via email.

**7. Ordinance**

A motion was made by Ms. Shoemaker, seconded by Mr. Tassinari, to approve Ordinance 22-4, an ordinance to levy and assess .02% of all taxable property within The Hayner Public Library District for building and maintenance pursuant to 75 ILCS 16/35-5.

A roll call vote was taken:

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

Motion carried.

**8. Mall Lease Renewal Notice**

A motion was made by Mr. Miller, seconded by Mrs. Sims, to approve notification to Hull Management Group of The Hayner Public Library District’s intention to renew a five-year lease option for the Alton Square library. This renewal will become effective September 1, 2023.

A roll call vote was taken:

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

Motion carried.

**9. Director’s Report**

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

- Approval by Hull Management to place a book drop at the lower level main entrance to Alton Square (near the post office);
- The memorial service for Jean Shimunek, Hayner Reference Services Manager, will be held on July 30;
- The air conditioning unit in the Hayner building failed. A new compressor will be installed as soon as it is delivered;
- New programming includes “Lawyers in the Library” and patron access to an SIUE Social Worker intern;
- All locations will be closed for Staff Development Day on August 5; trustees invited to attend;
- Communications with the Jennie D. Hayner Association regarding special funding for a possible bookmobile as well as improvements to the Friends of the Library building.

**10. General Discussion**

Mr. Botterbush and Ms. Duvernoy discussed the possibility of bringing Hayner KidsSpace services to Haskell House. The property will undergo significant renovations. We will monitor the progress of building improvements before making a commitment. Alton Pride festival will be held on September 10. We will allow the use of our parking lot for this community event. We will have a table for library card sign-up.

**11. Closed Session**

- A. A motion was made by Mrs. Sims, seconded by Mr. Tassinari, to enter closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees per 5 ILCS 120/2(c)(1).

A roll call vote was taken:

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

Motion carried.

The meeting entered closed session at 6:11 p.m.

- B. A motion was made by Mr. Miller, seconded by Mrs. Sims, to return to open session.

A roll call vote was taken:

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

Motion carried.

The meeting returned to open session at 6:39 p.m.

**12. Adjournment**

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

Approved by THPLD board action on \_\_\_\_\_.

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Kim Shoemaker, Secretary