

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
AUGUST 25, 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

Members Absent:

Mrs. Amber Sims	Trustee (arrives later)
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Others present:

Ms. Bernadette Duvernoy	Executive Director – THPLD
Ms. Sue Hardin	CFO; Asst. Dir. - HR – THPLD
Mr. Josh Andres	Scheffel Boyle CPA
Mr. Tyler Jackson	Scheffel Boyle CPA

C. Recognition of visitors to the meeting

Mr. Botterbush welcomed Mr. Andres and Mr. Jackson to the meeting.

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:

Botterbush	Yes
Cousley	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. Audit Presentation

Mr. Andres and Mr. Jackson presented the results of the annual audit and summarized their findings for the trustees. They reported an unqualified, clean audit of the District’s financial statements, which is the best possible opinion. They distributed copies of the bound audit report and thanked Ms. Hardin and Ms. Duvernoy for advance preparation and cooperation throughout the audit process.

*Mrs. Sims joined the meeting at 5:40 p.m.
Mr. Andres and Mr. Jackson left the meeting at 6:10 p.m.*

4. Approval of Consent items

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

- A. Approval of minutes of the regular meeting conducted on July 28, 2022;
- B. Approval of the minutes of the closed session held on July 28, 2023;
- C. Approval of bill lists for the periods ending July 8, 2022 and July 22, 2022, payable on the same dates;

A roll call vote was taken:

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

Motion carried.

5. Committee Reports

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

6. Appropriation Ordinance

A motion was made by Mr. Miller, seconded by Mrs. McAtee, to approve the Annual Budget and Appropriation Ordinance 22-5, for the fiscal year beginning July 1, 2022 and ending June 30, 2023:

A roll call vote was taken:

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

Motion carried.

7. Director's Report

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

- Mr. Botterbush and Mr. Tassinari represented the Board at our annual Staff Development Day. Staff received training on CPR/AED, sexual harassment prevention and a variety of other relevant topics;
- IPLAR has been completed and submitted. Ms. Duvernoy will provide hard copies to trustees;
- Ms. Duvernoy provided information regarding Trustee Day through Illinois Heartland Library System;
- Hayner will host a local authors' book signing event on October 8 in the downtown library parking lot. Spaces for 30 authors have all been claimed;
- A brief explanation of E-Rate funding was provided.

8. **General Discussion**

There was additional discussion related to Haskell House updates and new ownership of the Riverbender building.

9. **Adjournment**

There being no further business, the meeting was adjourned at 6:26 p.m.

Approved by THPLD board action on _____.

Kim Shoemaker, Secretary