

**THE HAYNER PUBLIC LIBRARY DISTRICT
TRUSTEE MEETING MINUTES
NOVEMBER 18, 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
Dr. Melissa Batchelor	Secretary
Mr. Kerry Miller	Trustee
Ms. Kim Shoemaker	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

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

A roll call vote was taken:

Batchelor	Yes
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. Approval of Consent items

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

- A. Approval of minutes of the regular meeting conducted on October 28, 2021;
- B. Approval of Bill lists for the periods ending October 1, 2021, October 15, 2021 and October 29, 2021, payable on the same dates;
- C. Approval of Financial Statements for months ending October 31, 2021.

A roll call vote was taken:

Batchelor	Yes
Botterbush	Yes
McAtee	Absent
Miller	Yes
Shoemaker	Yes
Sims	Yes
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. There was discussion about partnering with other local groups to pursue common goals for our community.

5. Director's Report

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

- Ms. Duvernoy continues to work on the Per Capita Grant;
- Circulation of laptops and / or hot spots through the Illinois State Library's "Expanding Digital Inclusion" grant has been implemented. We will monitor results to determine the future of this and similar circulation initiatives;
- Circulation numbers have almost reached pre-Covid numbers; foot traffic within library buildings is about 60% pre-Covid;
- We continue to offer curbside service to those patrons who prefer this service;
- Our winter StoryWalk boards have been installed in the upper level of Alton Square;
- THPLD now offers programming videos on our Youtube channel;
- 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 continue reviewing the material;
- Reminder that there is no meeting in December; next meeting will be January 27, 2022.

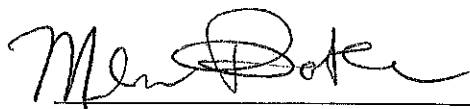
6. **General Discussion**

Damage to the roof of our downtown library building continues to occur. Customers of local bars throw beer bottles on our roof, which shatter and cause damage to the rubber surface. Repairs are expensive. A meeting with downtown bar owners was recommended.

7. **Adjournment**

There being no further business, the meeting was adjourned at 5:49 p.m.

Approved by THPLD board action on January 27, 2022.



Melissa Batchelor, Secretary