

Coal City Public Library District

Regular Board Meeting

November 14, 2017

CALL TO ORDER

President Lois Phillips called the regular monthly meeting of the Coal City Public Library District Board of Trustees to order at 6:30 p.m.

ROLL CALL

Assistant Director called the roll.

Trustees present

Jill Ames	Lois Phillips
Carol Crawford	Steve Smith
Nancy DeAngelo	Ruth Tomlinson
Renee McLuckie	

Others present

Jolene Franciskovich, Director

Leah Bill, Assistant Director

CORRECTIONS TO AGENDA

None

CONSENT AGENDA

1. October 10, 2017 Regular Board Meeting Minutes
2. Action of Bills

Motion by Smith and second by McLuckie that

The Board approve consent agenda items 1) October 10, 2017 Regular Board Minutes as written and 2) Action of Bills.

Motion carried by roll call vote.

Ayes: DeAngelo, Smith, Tomlinson, Ames, Crawford, McLuckie, Phillips

Nays: None

Abstain: None

CORRESPONDENCE

Secretary Smith read a thank you from the St. Juvin's Post 1336 for the Veteran's Day program.

Donations were accepted in memory of Olivia O'Keefe by Marilyn Hook, Matthew Moser by

LaSalle Nuclear Station, Kevin Anderson by Jolene Franciskovich, Bill Wharrie by CCPLD Staff and Emmet Maskel by David Maskel.

PUBLIC COMMENT

None

TREASURER'S REPORT

Treasurer Renee McLuckie presented a written treasurer's report (attached). The report will be filed for audit.

DIRECTOR'S PROGRESS AND SERVICE REPORT

Director Jolene Franciskovich submitted the director's report, which included the statistics for October (attached). At the recommendation of the director, the board approved closing the library at noon on Friday, December 22, due to a history of low usage. The board also approved granting an exception to the Employee Handbook and the Board of Trustees Policy in hiring for the Communications Coordinator position. The proposed applicant is a former employee and the most qualified for the position.

STANDING COMMITTEE REPORT

Budget Committee

Motion by McLuckie and second by Smith to

Accept the June 30, 2017 audit as presented.

Motion carried by a roll call vote.

Ayes: Ames, Crawford, McLuckie, DeAngelo, Smith, Tomlinson, Phillips

Nays: None

Abstain: None

Motion by McLuckie and second by Ames to

Adopt Ordinance 17-2, an Ordinance Levying Taxes for Corporate Purposes for the Fiscal Year 2017-2018.

Motion carried by a roll call vote.

Ayes: DeAngelo, Smith, Tomlinson, Ames, Crawford, McLuckie, Phillips

Nays: None

Abstain: None

Policy Committee

Chairman Smith presented proposed changes to the Circulation Policy and the Collection Management Policy to be reviewed by the Board and voted on at the next meeting.

Building and Grounds Committee

Chairman DeAngelo reported that the committee completed a building walkthrough. The committee saw the progress made towards addressing safety issues raised by a recent independent safety audit. Further issues are in discussion and additional recommendations may be coming forward. The committee also discussed replacing some of the library's original chairs as they are showing their age.

NEW BUSINESS

Committee Chairman Guidelines

President Phillips presented guidelines to committee chairman regarding their responsibility on committee agendas in order to maintain compliance with the Open Meetings Act.

Trustee Facts File

The board reviewed and discussed Chapter 5 "Policymaking" of the Trustee Facts File as a requirement for the FY18 Per Capita Grant.

Illinois State Library Literacy Program

The board viewed and discussed the Illinois State Library Literacy program website as part of the FY18 Per Capita Grant requirements.

ANNOUNCEMENTS

November 22	Early close at 3:00 p.m.
November 23	Close for Thanksgiving
December 6	Agenda Deadline
December 12	Regular monthly meeting of the Coal City Public Library District at 6:30 p.m., Irving Street Annex, 70 N. Irving Street, Coal City

ADJOURNMENT

Motion by Smith second by DeAngelo that

The Board adjourn the November 14, 2017 Regular Board meeting.

Motion carried by a roll call vote.

Ayes: Ames, Crawford, McLuckie, DeAngelo, Smith, Tomlinson, Phillips

Nays: None

Abstain: None

Meeting was adjourned at 7:24 p.m.

Approved: _____

Signature: _____ December 12, 2017

Steve Smith, Secretary