

Coal City Public Library District

Regular Board Meeting

February 13, 2018

**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**

Communication Coordinator called the roll.

Trustees present:

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

Trustees absent

Renee McLuckie

Others present:

Jolene Franciskovich, Director  
Leah Bill, Assistant Director  
Cindy Starks, Communications Coordinator

**CORRECTIONS TO AGENDA**

None.

**CONSENT AGENDA**

1. January 9, 2018 Regular Board Meeting Minutes
2. Action of Bills

Motion by Smith and second by DeAngelo that

**The Board approve consent agenda items 1.) January 9, 2018 Regular Board meeting minutes as written and 2.) Action of Bills.**

Motion carried by roll call vote.

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

Absent: McLuckie

Nays: None

Abstain: None

## **CORRESPONDENCE**

Secretary Smith reported there was no correspondence.

## **PUBLIC COMMENT**

None.

## **TREASURER'S REPORT**

Director Jolene Franciskovich 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 January (attached).

## **STANDING COMMITTEE REPORT**

### **Budget**

President Phillips set a meeting for the Budget Committee on Tuesday, March 6 at 9:15 a.m. in the Irving Street Annex B.

### **Policy**

Chairman Smith presented the Trustees with the following policies: (1) Board of Trustees Policy – for only the addition of a section on Monitoring Library Director Salary and Benefits; (2) Employee Handbook; and (3) Occupational Dictionary for approval by the Trustees at the next meeting.

A meeting date was schedule for Wednesday, February 28 at 9:30 a.m. in the Library Director's office to discuss the current Employee Handbook and consider a possible Personnel Policy.

### **Building and Grounds**

Chairman DeAngelo set a meeting for the Building and Grounds Committee on Thursday, February 22 at 10:00 a.m.

## **NEW BUSINESS**

### **Library Board Evaluation of Meetings Survey Results**

President Phillips discussed the results of the Library Board Evaluation of Meetings survey.

### **Short Takes for Trustees by United for Libraries "Library Policies"**

The Trustees watched a video concerning library policies by United for Libraries.

## **ANNOUNCEMENTS**

March 7                      Agenda Deadline

March 13                     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 Ames to

**Adjourn the February 13, 2018 Regular Board meeting.**

Motion carried by a roll call vote.

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

Absent: McLuckie

Nays: None

Abstain: None

Meeting was adjourned at 6:59 p.m.

Approved: \_\_\_\_\_

Signature: \_\_\_\_\_ March 13, 2018

Steve Smith, Secretary