

Coal City Public Library District

Regular Board Meeting

August 21, 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

Communications Coordinator called the roll.

Trustees present:

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

Others present:

Jolene Franciskovich, Director
Leah Bill, Assistant Director
Cindy Starks, Communications Coordinator
Kristine McPherson, Resident

CORRECTIONS TO AGENDA

None.

CONSENT AGENDA

1. July 10, 2018 Regular Board Meeting Minutes
2. Action of Bills
3. Computer and Internet Use Policy
4. Firearms Policy
5. Freedom of Information Act Policy
6. Library Parking Lot Policy
7. Patron Use and Behavior Policy
8. Unattended Children in the Library Policy

Motion by Steve Smith and second by Carol Crawford that

The Board approve consent agenda items 1.) July 10, 2018 Regular Board Meeting Minutes, 2.) Action of Bills, 3.) Computer and Internet Use Policy, 4.) Firearms Policy, 5.) Freedom of Information Act Policy, 6.) Library Parking Lot Policy, 7.) Patron Use and Behavior Policy and 8.) Unattended Children in the Library Policy.

Motion carried by roll call vote.

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

Nays: None

Abstain: None

CORRESPONDENCE

Secretary Smith reported that donations were received from Kevin and Kathryn Dougherty in memory of Jim Wise, from the Class of 1966 in memory of Duane Francois and from the Coal City Women's Club. A thank you note was received from the Coal City VFW St. Juvin Post 1336 for a donation to their Bingo Benefit.

PUBLIC COMMENT

None.

TREASURER'S REPORT

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

DIRECTOR'S PROGRESS AND SERVICE REPORT

Library Director Jolene Franciskovich submitted the director's report, which included the statistics for July (attached).

Witt Law's draft of the new Dresden Station one year agreement with Exelon has been approved by Exelon's attorneys. The document is being forwarded to Exelon for review and approval.

A question was asked about the one incident that was reported.

The in-service training that was held on August 10 was discussed with the Trustees.

Trustee training for circulation can be scheduled with the Library Director. Trustees will notify President Phillips when individual training is completed so board discussion can be scheduled.

Leah Bill, Assistant Library Director, discussed the replacement of three of her four employees with Mary Jo Breneman and Mike Kessler in tech services and Cindy Starks as Communications Coordinator. Her departments are running smoothly with her new employees. She discussed MARC training that Mary Jo and Mike are taking. The main server was moved to the basement of the annex to keep it in a cooler environment and the backup server was moved to the Reference Department office area.

STANDING COMMITTEE REPORT

Budget

Chairman McLuckie discussed the Budget & Appropriations Ordinance for FY 2018-2019.

Motion by Renee McLuckie and second by Steve Smith that

We adopt Ordinance No. 18-1 Budget and Appropriation Ordinance FY 2018-2019.

Motion carried by roll call vote.

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

Nays: None

Abstain: None

Policy

Chairman Smith passed out the Policy Amendment Procedure for the Trustees to review.

Chairman Smith set a committee meeting for Thursday, August 30 at 3:00 p.m. to discuss the Corporate Credit Card Policy and Investment Policy in the Library Director's office.

Building and Grounds

Chairman DeAngelo set a committee meeting for Friday, August 24 at 11:00 a.m. in the Library Director's office.

NEW BUSINESS

Trustee Vacancy

Kristine McPherson has attended the last two Board meetings and is interested in serving as a library trustee. Kristine said she was committed to serve on the Board and attend Board and committee meetings.

Motion by Renee McLuckie and second by Steve Smith that

We appoint Kristine McPherson to the vacant library trustee position.

Motion carried by roll call vote.

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

Nays: None

Abstain: None

Trustee McPherson was seated and given the oath of office.

Minute Review Committee

Steve Smith and Carol Crawford reviewed the 2017-2018 minutes as a requirement of the Illinois State Library Annual Report and saw no discrepancies.

Motion by Steve Smith and second by Renee McLuckie that

The Board accept the 2017-2018 minutes review.

Motion carried by roll call vote.

Ayes: Crawford, McLuckie, DeAngelo, Smith, Tomlinson, McPherson and Phillips

Nays: None

Abstain: None

Beyond Assistive Technology Improving Services to People with Disabilities

The Trustees watched 20 minutes of this seminar as a requirement for the Illinois State Library Per Capita Grant.

ANNOUNCEMENTS

September 3 Library closed for Labor Day

September 5 Trustee agenda deadline

September 11 Regular monthly meeting of the Coal City Public Library District
at 6:30 p.m., Irving Street Annex, 70 N. Irving Street, Coal City

September 18 First day to circulate petition packets

ADJOURNMENT

Motion by Nancy DeAngelo and second by Renee McLuckie that

The Board adjourn the August 21, 2018 Regular Board meeting.

Motion carried by a roll call vote.

Ayes: McLuckie, DeAngelo, Smith, Tomlinson, McPherson, Crawford, and Phillips

Nays: None

Abstain: None

Meeting was adjourned at 7:33 p.m.

Approved: _____

Signature: _____ September 11, 2018
Steve Smith, Secretary