

Coal City Public Library District

Regular Board Meeting

July 10, 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
Danielle Diamond, Head of Teen Services
Kristine McPherson, Resident

CORRECTIONS TO AGENDA

None.

CONSENT AGENDA

1. June 12, 2018 Regular Board Meeting Minutes
2. Action of Bills
3. Personnel Policy

Motion by Steve Smith and second by Renee McLuckie that

The Board approve consent agenda items 1.) June 12, 2018 Regular Board Meeting Minutes, 2.) Action of Bills and 3.) Personnel Policy.

Motion carried by roll call vote.

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

Nays: None

Abstain: None

CORRESPONDENCE

Secretary Smith reported that donations were received in memory of Bob McConnell from Jolene Franciskovich and in memory of Helen Kessler from several library staff members.

PUBLIC COMMENT

Kristine McPherson spoke to the library trustees about her background and interest in possibly becoming a library trustee.

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 June (attached).

Danielle Diamond, Head of Teen Services, discussed the programs attended over the last year in the Teen Department and how the teen bucks were earned so teens can buy pop and snacks with fake money. Highlights included the Winter Reading Program which had 536 teen participants and the Coal Black Reptile Show attended by 66 people.

President Phillips indicated that the Trustees would like to receive training on checking out and checking in books and to also learn the process for interlibrary loan books. Trustees will set up a time with Jolene to receive their training.

STANDING COMMITTEE REPORT

Budget

Chairman McLuckie discussed the FY 2018-2019 Appropriations Ordinance.

Motion by Renee McLuckie and second by Steve Smith that

We publish public notice of tentative budget and appropriation ordinance 18-1 for the fiscal year 2018-2019.

Motion carried by roll call vote.

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

Nays: None

Abstain: None

Chairman McLuckie reported that the library was not required by law to publish a T.I.T.A. (Truth in Taxation Act) notice this year.

Chairman McLuckie discussed the last quarter budget for 2017-2018.

Policy

Chairman Smith discussed the changes to the Freedom of Information Act Policy, Patron Use and Behavior Policy, Library Parking Lot Policy, Unattended Children Policy, Firearms Policy, and Computer and Internet Policy. Changes made specifically by the library attorney are marked with an asterisk. These policies will be considered for approval by the Board of Trustees at the next regular monthly meeting.

Building and Grounds

Chairman DeAngelo reported that the Committee met with the last vendor and the committee is getting closer to making a final decision on possible replacement of furniture in the public reading area.

Chairman DeAngelo set a committee meeting for Tuesday, August 7 at 2:00 p.m. in the Library Director's office.

UNFINISHED BUSINESS

Director's Benchmark

Motion by Renee McLuckie and second by Steve Smith to

Ratify the approval for benchmarking the Library Director's Salary as presented at the June 12, 2018 board meeting.

Motion carried by roll call vote.

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

Nays: None

Abstain: None

NEW BUSINESS

Minute Review Committee

President Phillips asked for volunteers to serve on the Minute Review Committee which reviews the board meeting minutes over the past fiscal year for any discrepancies. Steve Smith and Carol Crawford both volunteered to serve on the committee and will report any discrepancies to Library Director Franciskovich.

Public Library Trustee Ethics Statement

All Public Library Trustee Ethics Statements were turned in to President Phillips and they will be submitted to Director Franciskovich for filing in compliance with the Board of Trustees Policy.

Library Trivia

President Phillips presented a Trivia question for board members, guest, and library staff. The activity is designed to highlight and learn more about the Library and its history. Answer led to discussion.

ANNOUNCEMENTS

- August 10 Library closed for In-Service Training Day
- August 15 Trustee agenda deadline
- August 21 Public Hearing of the Coal City Public Library District concerning the Tentative Budget and Appropriation Ordinance at 6:15 p.m., Irving Street Annex, 70 N. Irving Street, Coal City
- August 21 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 Steve Smith and second by Nancy DeAngelo that

The Board adjourn the July 10 Regular Board meeting.

Motion carried by a roll call vote.

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

Nays: None

Abstain: None

Meeting was adjourned at 7:25 p.m.

Approved: _____

Signature: _____ August 21, 2018
Steve Smith, Secretary