

Coal City Public Library District

Regular Board Meeting

March 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

Communications Coordinator called the roll.

Trustees present:

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

Trustees absent

Nancy DeAngelo

Others present:

Jolene Franciskovich, Director
Leah Bill, Assistant Director
Cindy Starks, Communications Coordinator
Irene Shepkowski, Head of Reference

CORRECTIONS TO AGENDA

None.

CONSENT AGENDA

1. February 13, 2018 Regular Board Minutes
2. Action of Bills
3. Employee Handbook
4. Board of Trustees Policy
5. Occupational Dictionary

Motion by Smith and second by Ames that

The Board approve consent agenda items 1.) February 13, 2018 Regular Board meeting minutes as written 2.) Action of Bills 3.) Employee Handbook 4.) Board of Trustees Policy and 5.) Occupational Dictionary.

Motion carried by roll call vote.

Ayes: Smith, Ames, Crawford, McLuckie and Phillips

Absent: DeAngelo

Nays: Tomlinson

Abstain: None

CORRESPONDENCE

Secretary Smith reported there was no correspondence.

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

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

The board approved the Read Away Your Fines program on a trial basis starting April 1. The board also approved making an exception to the Employee Handbook and the Board of Trustees Policy to allow a family member to be hired for the temporary Children's Summer Clerk position as the person is the most qualified for the position having volunteered for the past four years filling in for this position when needed.

During a staff presentation to the board Irene Shepkowski, Head of Reference talked about the pilot program, Find More Illinois, the library is undergoing to help patrons with access to more resources through additional library catalogs. The Reference Department will be presenters at the Tuesday, April 17 Coffee at the Library program where they will discuss Coal City Now and Then.

STANDING COMMITTEE REPORT

Budget

Chairman McLuckie set a meeting for the Budget Committee on Tuesday, March 27 at 2:00 p.m. in the Irving Street Annex A.

Policy

Chairman Smith set a meeting for the Policy Committee on Friday, March 23 at 2:00 p.m. in the Library Director's office to discuss the Board of Trustees Policy.

NEW BUSINESS

Library Director Evaluation

President Phillips indicated that the Library Director evaluation process will begin with Director Jolene Franciskovich preparing a self-evaluation.

National Library Week

National Library Week is April 8-14. The trustees discussed the employees being recognized for years of service.

Local Space Needs Assessment

The Local Space Needs Assessment was discussed by the trustees.

ANNOUNCEMENTS

- March 30 & 31 Library is closed for Easter
- April 4 Trustee agenda deadline
- April 8 – 14 National Library Week themed “Libraries Lead”
- April 10 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 McLuckie to

Adjourn the March 13, 2018 Regular Board meeting.

Motion carried by a roll call vote.

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

Absent: DeAngelo

Nays: None

Abstain: None

Meeting was adjourned at 7:16 p.m.

Approved: _____

Signature: _____ April 10, 2018

Steve Smith, Secretary