

Coal City Public Library District

Regular Board Meeting

December 10, 2019

**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 pm.

**ROLL CALL**

Communications Coordinator called the roll.

Trustees present:

Carol Crawford	Becky Sipple
Renee McLuckie	Steve Smith
Kris McPherson	Debi Trotter
Lois Phillips	

Others present:

Leah Bill, Assistant Director  
Cindy Starks, Communications Coordinator

**CORRECTIONS TO AGENDA**

None.

**CONSENT AGENDA**

1. November 12, 2019 Regular Board Meeting Minutes
2. Action of Bills
3. Evaluation Review Committee Minutes
4. Circulation Policy
5. Collection Management Policy
6. Library Card Policy

Motion by Debi Trotter and second by Steve Smith that

**The Board approve the Consent Agenda items: (1) November 12, 2019 Regular Board Meeting Minutes, (2) Action of Bills, (3) Evaluation Review Committee Minutes, (4) Circulation Policy, (5) Collection Management Policy, and (6) Library Card Policy.**

Motion carried by roll call vote.

Ayes: McLuckie, Sipple, Smith, Trotter, McPherson, Crawford, and Phillips

Nays: None

## **CORRESPONDENCE**

A thank you note was received from the Coal City Food Pantry. A thank you note was received from Jolene Franciskovich. The books *Kiss the Girls and Make Them Cry* by Mary Higgins Clark and *Stealth* by Stuart Woods were donated by library staff in memory of Patricia Starks. The books *Hot Shot* by Fern Michaels and *19<sup>th</sup> Christmas* by James Patterson were donated by Michael and Elizabeth Hansen in memory of Patricia Starks. The book *Houses with Names: The Italian Immigrants of Highwood, Illinois* was donated by Jolene Franciskovich in memory of Anna Jean Crawford. The book *Hey Granddude!* by Paul McCartney was donated by Jolene Franciskovich and Marilyn Campbell in memory of Tony Cerny.

## **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**

Assistant Library Director Leah Bill submitted the director's report, which included the statistics for November (attached). A letter of resignation was received from part-time youth librarian Karen Turner effective December 25.

## **STANDING COMMITTEE REPORT**

### **Policy**

Chairman Crawford scheduled a meeting on Monday, January 6 at 2:00 p.m. in the library director's office to review an adjustment to the Board of Trustees Policy concerning library director's evaluation salary and procedure.

## **AD HOC COMMITTEE**

### **Evaluation Review**

Motion by Steve Smith and second by Renee McLuckie that

**The Board approve the proposed changes to the Library Director Evaluation procedure and that the Policy Committee make the appropriate changes to the Board of Trustee Policy.**

Motion carried by roll call vote.

Ayes: McPherson, Crawford, McLuckie, Sipple, Smith, Trotter, and Phillips

Nays: None

## **NEW BUSINESS**

### **Trustees Facts File**

The Board of Trustees reviewed the Appendices of the Trustee Facts File.

### **Digital Public Library of America (DPLA) and Illinois Digital Archives (IDA)**

The Board of Trustees reviewed the DPLA and IDA websites as they relate to the Coal City Public Library District area.

### **Closed Session**

Motion by Carol Crawford and second by Renee McLuckie that

**The Board move into closed session under 5 ILCS 120/2 (21) for the semi-annual review of closed session meeting minutes.**

Motion carried by roll call vote.

Ayes: Sipple, Smith, Trotter, McPherson, Crawford, McLuckie, and Phillips

Nays: None

Entered closed session at 7:03 p.m.

Returned to open session at 7:15 p.m.

Motion by Carol Crawford and second by Debi Trotter that

**The Board approve and open closed session minutes from September 11, 2018; June 11, 2019 #1; June 11, 2019 #2 all as corrected and destroy the audio tapes for closed session minutes from December 12, 2017; April 10, 2018; and April 25, 2018; as they have been approved, opened and are eighteen months old or older.**

Motion carried by roll call vote.

Ayes: McLuckie, Sipple, Smith, Trotter, McPherson, Crawford, and Phillips

Nays: None

### **Library Trivia**

President Phillips provided the Board with a trivia question concerning how long the doll house has been housed in the library. The answer is 25 years. This activity was designed to make trustees aware of the library history.

## **ANNOUNCEMENTS**

December 23	Close at noon
December 24 and 25	Closed for Christmas
December 31	Closed for New Year's Eve
January 1	Closed for New Year's Day

January 8                      Trustee agenda items deadline  
January 14                     Regular monthly meeting of the Coal City Public Library District  
   at 6:30 pm, Irving Street Annex, 70 N. Irving Street, Coal City

**ADJOURNMENT**

Motion by Debi Trotter and second by Renee McLuckie that

**The Board adjourn the December 10, 2019 regular board meeting.**

Motion carried by roll call vote.

Ayes: Crawford, McLuckie, Sipple, Smith, Trotter, McPherson, and Phillips

Nays: None

Meeting was adjourned at 7:26 p.m.

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

Signature: \_\_\_\_\_ January 14, 2020  
Carol Crawford, Secretary