

Coal City Public Library District

Regular Board Meeting

September 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 | Lois Phillips |
| Renee McLuckie | Steve Smith   |
| Kris McPherson | Debi Trotter  |

Others present:

Jolene Franciskovich, Director  
Leah Bill, Assistant Director  
Cindy Starks, Communications Coordinator  
Becky Sipple, Resident

**CORRECTIONS TO AGENDA**

None.

**CONSENT AGENDA**

1. August 20, 2019 Public Hearing Minutes
2. August 20, 2019 Regular Board Meeting Minutes
3. Action of Bills

Motion by Debi Trotter and second by Steve Smith that

**The Board approve the Consent Agenda items: (1) August 20, 2019 Public Hearing Minutes (2) August 20, 2019 Regular Board Meeting minutes, and (3) Action of Bills**

Motion carried by roll call vote.

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

Nays: None

**CORRESPONDENCE**

Due to their dissolution the Will/Grundy Genealogical Society closed their bank account and made a donation to the library in the amount of \$441.52.

## **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 August (attached). The Board of Trustees consented to the library donating the October fines to the Coal City Food Pantry.

## **STANDING COMMITTEE REPORT**

### **Budget**

Motion by Renee McLuckie and second by Steve Smith that

**The Board transfer \$150,000 from the FY18-19 budget to the special reserve fund.**

Motion carried by roll call vote.

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

Nays: None

Chairman McLuckie reviewed the proposed Salary Scales for FY2019-2020 for January 1, 2020 and FY2020-2021 due to the Illinois minimum wage increases. The salary scales will be voted on at the next Board meeting.

### **Policy**

Chairman Crawford reviewed the changes made to the Meeting Room Policy and Meeting Room Application and the Search Warranty Policy. These policies will be voted on at the next Board meeting.

## **NEW BUSINESS**

### **Trustee Vacancy**

The Board of Trustees asked resident Becky Sipple questions concerning her past experiences and interest in filling the library trustee vacancy. Ms. Sipple discussed her experience as a Ground Committee member for the Canterbury School and her work as an aide at the Mansfield Training School. Ms. Sipple explained that she is an avid library user.

President Phillips explained to Ms. Sipple that the Board of Trustees handle the governance of the library and not the management of the library and that new trustees go through an orientation and training process. President Phillips further explained that the board functions as a team, that if Ms. Sipple had any questions it was important she ask the appropriate person to answer the

question, and provided her with a copy of the Board of Trustees Policy for her to review in her consideration of filling the trustee vacancy.

### **Letter to Dave Clubb**

Motion by Renee McLuckie and second by Debi Trotter that

**The Board send a thank you letter to Dave Clubb in appreciation for his work on the historical display.**

Motion carried by voice vote.

Ayes: All

Nays: None

Absent: None

Abstain: None

### **Trustees Facts File – Chapters 11 & 12**

The Board of Trustees discussed in detail Chapter 11 concerning fundraising and Chapter 12 concerning advocacy of the Trustees Facts File.

### **Open Meetings Act Certification**

President Phillips asked the Board of Trustees to take the online Open Meetings Act Training, print out their certification upon completion of the training, and present their certificate at the next Board meeting.

### **Library Board Maturity Evaluation**

President Phillips provided a copy of the Library Board Maturity Evaluation. The Board of Trustees were directed to complete an evaluation and return to President Phillips on or before September 21. The results of the evaluation will be discussed at the next Board meeting.

### **Library Trivia**

President Phillips provided the Board with a trivia question to familiarize themselves with the history of the library.

### **ANNOUNCEMENTS**

September 20 Library Closed for PUG Day

October 2 Trustee agenda deadline

October 8 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 Carol Crawford that

**The Board adjourn the meeting of September 10, 2019.**

Motion carried by a roll call vote.

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

Nays: None

Meeting was adjourned at 7:22 p.m.

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

Signature: \_\_\_\_\_ October 8, 2019  
Carol Crawford, Secretary