

Coal City Public Library District

Regular Board Meeting

January 12, 2021

**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	Steve Smith
Renee McLuckie	Debi Trotter
Lois Phillips	Dean Vigna
Becky Sipple	

Others present:

Jolene Franciskovich, Director  
Leah Bill, Assistant Director  
Cindy Starks, Communications Coordinator  
René Norris, Head of Youth Services (via Zoom)

**CORRECTIONS TO AGENDA**

None.

**CONSENT AGENDA**

1. December 8, 2020 Regular Board Meeting Minutes
2. Action of Bills

Motion by Debi Trotter and second by Renee McLuckie that

**The Board approve the consent agenda items: 1. December 8, 2020 Regular Board Meeting Minutes, and 2. Action of Bills.**

Motion carried by roll call vote.

Ayes: Trotter, Vigna, Crawford, McLuckie, Sipple, and Phillips

Abstain: Smith

**CORRESPONDENCE**

Thank you notes were received from Help 4 Hope and the Coal City Food Pantry for the food and monetary donations. A thank you note was received from St. Vincent's Table for the donation. Thank you notes were received from the staff members for the Christmas gifts.

## **PUBLIC COMMENT**

None.

## **TREASURER'S REPORT**

Chairman 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 December (attached). Ms. Franciskovich provided the trustees with an updated Faircom report.

René Norris, Head of Youth Services, joined the Board meeting via Zoom. She reported on the Youth Services Department and all the changes and adjustments they made to stay connected with the storytime and lapsit children. They put together approximately 3,000 take home craft kits. From January through December there were 1,123 programs with 29,276 attendees.

## **STANDING COMMITTEE REPORTS**

### **Budget**

Chairman McLuckie presented the trustees with the FY 2020-2021 Quarter 2 Report.

### **Policy**

Chairman Crawford set up a committee meeting on Friday, January 22 at 10:00 a.m. in the Annex to discuss (1) Reader's Advisory Policy, (2) Board ADA Policy, (3) Violence Prevention Policy; and (4) Patron Use and Behavior Policy.

## **NEW BUSINESS**

### **Resolution 20-3 A Resolution to Appoint An Authorized Agent for IMRF**

Library Director Jolene Franciskovich explained that the library can only have one IMRF authorized agent, and since Jan Frese resigned as bookkeeper, Cindy Starks would be named as the new authorized agent since she has taken over the bookkeeper duties.

Motion by Steve Smith and second by Carol Crawford that

**The Board adopt Resolution 20-3 A Resolution to Appoint An Authorized Agent to IMRF.**

Motion carried by roll call vote.

Ayes: Vigna, Crawford, McLuckie, Sipple, Trotter, and Phillips

Abstain: Smith

**Financial Disaster Plan**

Motion by Steve Smith and second by Renee McLuckie that

**The Board approve The Financial Disaster Plan.**

Motion carried by roll call vote.

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

**Library Board Evaluation of Meetings**

President Phillips gave the trustees a Library Board Evaluation to complete on or before Saturday, January 16. Completed forms can be placed in the President’s in box.

**Officer Review**

President Phillips asked the current Board Officers to review their descriptions of officer duties and determine if they are accurate or if any changes are necessary to update them. An Executive Committee meeting will be scheduled by the end of March to finalize material review.

**ANNOUNCEMENTS**

February 3 Trustee agenda items deadline

February 9 Regular monthly meeting of the Coal City Public Library District at 6:30 p.m. in the Library Meeting Room, 85 N. Garfield Street, Coal City

**ADJOURNMENT**

Motion by Debi Trotter and second by Becky Sipple that

**The Board adjourn.**

Motion carried by roll call vote.

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

Nays: None

Meeting was adjourned at 7:19 p.m.

Signature: \_\_\_\_\_ February 8, 2021  
Carol Crawford, Secretary