

Coal City Public Library District

Regular Board Meeting

June 14, 2022

**CALL TO ORDER**

President Debi Trotter 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	Betsy Stahler
Renee McLuckie	Debi Trotter
Steve Smith	Dean Vigna

Trustees absent:

Becky Sipple

Others present:

Jolene Franciskovich, Director  
Leah Bill, Assistant Director  
Cindy Starks, Communications Coordinator

**CORRECTIONS TO AGENDA**

None.

**CONSENT AGENDA**

1. March 16, 2022 Building and Grounds Committee Minutes
2. May 10, 2022 Regular Board Meeting Minutes
3. May 26, 2022 Budget Committee Meeting Minutes
4. Action of Bills
5. Board of Trustees Policy
6. Ordinance 21-4 Ordinance Setting Meeting Dates for FY 2022-2023

Motion by Betsy Stahler and second by Steve Smith that

**The Board approve the consent agenda items: (1) March 16, 2022 Building and Grounds Committee Minutes; (2) May 10, 2022 Regular Board Meeting Minutes; (3) May 26, 2022 Budget Committee Meeting Minutes; (4) Action of Bills; (5) Board of Trustees Policy; and (6) Ordinance 21-4 Ordinance Setting Meeting Dates for FY 2022-2023.**

Motion carried by roll call vote.

Ayes: Crawford, McLuckie, Stahler, Vigna and Trotter

Abstain: Smith

Absent: Sipple

### **CORRESPONDENCE**

The book “Classic Cookbook by Mary Berry” was donated in memory of Florence McLuckie by Jolene Franciskovich.

### **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 May (attached). Cindy Starks, Communications Coordinator presented the Board of Trustees with a PowerPoint presentation summarizing her duties and responsibilities.

### **STANDING COMMITTEE REPORTS**

#### **Budget**

Chairman McLuckie discussed the proposed salary scale for FY22-23.

Motion by Renee McLuckie second by Carol Crawford that

**The Board adopt the Salary Scale for FY 22-23.**

Motion carried by roll call vote.

Ayes: Smith, Stahler, Vigna, Crawford, McLuckie, and Trotter

Absent: Sipple

Chairman McLuckie discussed with the Board of Trustees staff salaries.

Motion by Renee McLuckie second by Betsy Stahler that

**The Board adopt up to a 4% merit increase starting July 1, 2022 and a \$1 per hour increase for all staff starting January 1, 2023.**

Motion carried by roll call vote.

Ayes: Vigna, Crawford, McLuckie, Smith, Stahler, and Trotter

Absent: Sipple

The Chronology for FY 22-23 was distributed to the Board of Trustees to note upcoming dates and deadlines.

The Working Budget was provided to the Board of Trustees for their review and consideration at the next regular Board meeting.

### **Policy Committee**

Chairman Crawford discussed changes to the Personnel Policy.

Motion by Carol Crawford second by Steve Smith that

**The Board approve the revised Personnel Policy.**

Motion carried by roll call vote.

Ayes: Smith, Stahler, Vigna, Crawford, McLuckie, and Trotter

Absent: Sipple

The Policy Committee scheduled a committee meeting on Thursday, June 30 at 10:00 a.m. in the Annex to discuss the Freedom of Information Act, Unattended Children in the Library Policy, Parking Lot Policy, and Firearms Policy.

### **NEW BUSINESS**

#### **Standing Committee Appointments**

President Trotter provided the Board of Trustees with the Standing Committee Appointments.

#### **Ethics Officer and ADA/IHRA Compliance Coordinator**

President Trotter appointed Steve Smith as the Ethics Officer and Carol Crawford as the ADA/IHRA Compliance Coordinator.

#### **Resolution 21-5 Resolution Authorizing Non-Resident Cards**

Motion by Steve Smith and second by Dean Vigna

**The Board adopt Resolution 21-5 a Resolution Authorizing Non-Resident Cards.**

Motion carried by roll call vote.

Ayes: Stahler, Vigna, Crawford, McLuckie, Smith, and Trotter

Absent: Sipple

#### **Resolution 21-6 Resolution Authorizing Including Compensation Paid under an Internal Revenue Code Section 125 Plan as IMRF earnings**

Motion by Carol Crawford and second by Renee McLuckie

**The Board adopt Resolution 21-6 a Resolution Authorizing Including Compensation Paid under an Internal Revenue Code Section 125 Plan as IMRF earnings**

Motion carried by roll call vote.

Ayes: Smith, Stahler, Vigna, Crawford, McLuckie, and Trotter

Absent: Sipple

### **Closed Session**

Motion by Steve Smith and second by Carol Crawford 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: Vigna, Crawford, McLuckie, Smith, Stahler, and Trotter

Absent: Sipple

Entered closed session at 7:19 p.m.

Returned to open session at 7:42 p.m.

### **Semi-Annual Review of Closed Minutes**

Motion by Carol Crawford and second by Steve Smith that

**The Board open the closed session meeting minutes from December 14, 2021 #1, April 12, 2022, May 2, 2022, and May 10, 2022 and also destroy the audiotape from closed session meeting minutes from December 8, 2020 and have remain closed the meeting minutes from October 12, 2021, November 9, 2021 and December 14, 2021 #2.**

Motion carried by roll call vote.

Ayes: McLuckie, Smith, Stahler, Vigna, Crawford, and Trotter

Absent: Sipple

### **Closed Session**

Motion by Steve Smith and second by Betsy Stahler that

**The Board move into closed session under 5 ILCS 120/2 (1) to discuss the Annual Library Director Evaluation and Compensation.**

Motion carried by roll call vote.

Ayes: Crawford, McLuckie, Smith, Stahler, Vigna, and Trotter

Absent: Sipple

Entered closed session at 7:46 p.m.

Returned to open session at 8:04 p.m.

### **Director Salary**

Motion by Renee McLuckie and second by Steve Smith that

**The Board approve a 5% increase to the library director's salary for FY 2022-2023.**

Motion carried by roll call vote.

Ayes: Smith, Stahler, Vigna, Crawford, McLuckie, and Trotter

Absent: Sipple

**ANNOUNCEMENTS**

- July 4           Library Closed for the Fourth of July
- July 6           Trustee agenda items deadline
- July 12          Regular monthly meeting of the Coal City Public Library District at 6:30 p.m. in  
                    the Irving Street Annex

**ADJOURNMENT**

Motion by Steve Smith and second by Dean Vigna that

**The Board adjourn the meeting.**

Motion carried by roll call vote.

Ayes: Smith, Stahler, Vigna, Crawford, McLuckie, and Trotter

Absent: Sipple

Meeting was adjourned at 8:06 p.m.

Signature: \_\_\_\_\_ July 12, 2022  
                    Carol Crawford, Secretary