

Coal City Public Library District

Regular Board Meeting

March 8, 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 p.m.

ROLL CALL

Communications Coordinator called the roll.

Trustees present:

Carol Crawford	Debi Trotter
Steve Smith	Dean Vigna
Betsy Stahler	

Trustees absent:

Renee McLuckie	Becky Sipple
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Others present:

Jolene Franciskovich, Director
Leah Bill, Assistant Director
Cindy Starks, Communications Coordinator
Bryan Gilligan, Head of Reference Services

CORRECTIONS TO AGENDA

None

CONSENT AGENDA

1. February 8, 2022 Regular Board Meeting Minutes
2. Action of Bills
3. Drug and Alcohol Free Library Policy
4. Patron Use and Behavior Policy
5. Personnel Policy
6. Occupational Dictionary

Vice President Smith asked that the Personnel Policy be pulled from the consent agenda.

President Trotter moved Personnel Policy as the first item under New Business on the agenda.

Motion by Betsy Stahler and second by Steve Smith that

The Board approve the consent agenda items (1) February 8, 2022 Regular Board Meeting Minutes, (2) Action of Bills, (3) Drug and Alcohol Free Library Policy, (4) Patron Use and Behavior Policy, and (5) Occupational Dictionary.

Motion carried by roll call vote.

Ayes: Crawford, Stahler, and Vigna

Abstain: Smith and Trotter

Absent: McLuckie and Sipple

CORRESPONDENCE

The Starks Family donated two DVDs Tai Chi Fit – Balance Exercises and Tai Chi Fit – Seated Workout in memory of Lorraine Burch.

PUBLIC COMMENT

None.

TREASURER’S REPORT

Library Director Jolene Franciskovich presented a written treasurer’s report (attached). The report will be filed for audit.

REFERENCE REPORT

Bryan Gilligan Head of Reference Services discussed with the Board of Trustees what has been happening in the Reference Department including digitizing 105 years of the *Coal City Courant*. Bryan shared a History Bites TikTok video and a Come Back to the Library video with the Board of Trustees.

DIRECTOR’S PROGRESS AND SERVICE REPORT

Library Director Jolene Franciskovich submitted the director’s report, which included the statistics for February (attached). The Statements of Economic Interest that are filed with Grundy County have changed. Trustees should hold off on filling out the Statement until Jolene receives clarification from the attorney on some of the questions asked in the Statement. Jolene updated the Trustees on the status of the Dresden settlement agreement. Trustee Betsy Stahler gave highlights to the Trustees concerning the Board of Trustee webinar she attended on Saturday, March 5.

STANDING COMMITTEE REPORTS

Building & Grounds

President Trotter updated the Trustees on committee recommendations to replace carpeting in the back hallway and replace light fixtures outside of the Annex. A Building & Grounds committee meeting was scheduled for Wednesday, March 16 at 10:00 a.m. at West Flooring in Diamond.

NEW BUSINESS

Personnel Policy

Vice President Smith discussed the changes to the Personnel Policy.

Motion by Steve Smith and second by Carol Crawford that

The Board approve the Personnel Policy as written.

Motion carried by roll call vote.

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

Absent: McLuckie and Sipple

Motion by Steve Smith and second by Betsy Stahler that

The Board approve retroactive payment to those employees called off because of the Library closing on February 2nd due to snow.

Motion carried by roll call vote.

Ayes: Stahler, Vigna, Crawford, and Trotter

Abstain: Smith

Absent: McLuckie and Sipple

Library Director Evaluation Form

Trustees discussed the new proposed Library Director Evaluation Form and decided to use this form to evaluate the Library Director this year.

Board of Trustees Policy

The Board of Trustees discussed pages 36 thru 41 and appendices G, H, I, and J of the Board of Trustees Policy. The Trustees are to review pages 41 thru 47 and Appendices K thru M for the next meeting.

National Library Week

National Library Week is April 3rd thru April 9th this year. The Trustees approved ordering pizza for the staff on Tuesday, April 5 to celebrate.

Staff Service Awards

Bryan Gilligan and Laura Sullivan will be receiving 5 year awards, Dana Abraham and Shannon McVay will be receiving 10 year awards, and Rene Norris will be receiving a 15 year award.

These staff members will be invited to attend the April Board meeting to receive their award.

Renee McLuckie was designated to purchase the 10 and 15 year awards for staff.

ANNOUNCEMENTS

April 3-9 National Library Week

April 6 Trustee agenda items deadline

April 12 Regular monthly meeting of the Coal City Public Library District held in the Irving Street Annex starting at 6:30 p.m.

ADJOURNMENT

Motion by Carol Crawford and second by Dean Vigna that

The Board adjourn the meeting.

Motion carried by roll call vote.

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

Absent: McLuckie and Sipple

Meeting was adjourned at 8:17 p.m.

Signature: _____ April 12, 2022
Carol Crawford, Secretary