

Coal City Public Library District

Regular Board Meeting

December 12, 2023

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

Absent:

Betsy Stahler

Others present:

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

**CORRECTIONS TO AGENDA**

President Trotter added Trustee Open Discussion after Closed Session on the Agenda.

**CONSENT AGENDA**

1. November 14, 2023 Regular Board Meeting Minutes
2. Action of Bills
3. Circulation Policy
4. Collection Management Policy
5. Meeting Spaces Policy and Meeting Room Application
6. Motor Vehicle Record Evaluation Procedures

Vice President Smith asked to remove the Motor Vehicle Record Evaluation Procedures from the Consent Agenda. President Trotter moved this to the second item under New Business.

Motion by Carol Crawford and second by Steve Smith that

**The Board approve the consent agenda items: (1) November 14, 2023 Regular Board Meeting Minutes; (2) Action of Bills; (3) Circulation Policy; (4) Collection Management Policy; and (5) Meeting Spaces Policy and Meeting Room Application.**

Motion carried by roll call vote.

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

Absent: Stahler

### **CORRESPONDENCE**

The book “*First Family*” by Cassandra Good was donated in memory of David Wills by the Class of 1965. The book “*Cucina Povera*” was donated in memory of Leslee Pomatto Nelson and the book “*A Damn Near Perfect Game*” by Joe Kelly was donated in memory of Gerald Kramer by the Coal City Township High School Class of 1964. Thank you notes were received from Help 4 Hope, The Coal City Food Pantry, and the Coal City Public Library District staff.

### **PUBLIC COMMENT**

None.

### **TREASURER’S REPORT**

Treasurer Renee 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 November (attached). Jolene shared with the Board of Trustees she attended the EDPA meeting today and the Coal City Public Library District was presented with a 30 year investor award.

### **NEW BUSINESS**

#### **Paid Leave for All Worker’s**

The Board of Trustees reviewed the Paid Leave for All Workers proposed language to be added to the Personnel Policy.

Motion by Carol Crawford and second by Steve Smith that

**The Board accept the Personnel Policy including the new Paid Leave for All Workers language as revised.**

Motion carried by roll call vote.

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

Absent: Stahler

#### **Motor Vehicle Record Evaluation Procedures**

The Board of Trustees discussed the proposed Motor Vehicle Record Evaluation Procedures.

Motion by Steve Smith and second by Becky Sipple that

**The Board approve the Motor Vehicle Record Evaluation Procedures.**

Motion carried by roll call vote.

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

Absent: Stahler

### **Fire Pump Room Renovations**

The Board of Trustees discussed the proposed renovations to the fire pump room.

Motion by Steve Smith and second by Renee McLuckie that

**The Board hire Chamlin & Associates to oversee the Fire Pump Room necessary upgrades from writing the bid package through to the project's completion.**

Motion carried by roll call vote.

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

Absent: Stahler

### **Serving Our Public 4.0: Standards for Illinois Public Libraries**

The Board of Trustees reviewed Chapters 5 through 9 for Serving Our Public 4.0: Standards for Illinois Public Libraries. The Board will review chapters 10 through 13 for next month's meeting.

### **CLOSED SESSION**

Motion by Carol Crawford and second by Steve Smith that

**The Board enter into closed session under 5 ILCS 120/2 (21) to discuss semi-annual review of closed session minutes.**

Motion carried by roll call vote.

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

Absent: Stahler

Entered Closed: 7:27 p.m.

Returned to Open: 7:40 p.m.

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

Motion by Carol Crawford and second by Steve Smith that

**The Board open and approve the closed meeting minutes from June 13, 2023 #1 and June 13, 2023 #2.**

Motion carried by roll call vote.

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

Absent: Stahler

Motion by Carol Crawford and second by Renee McLuckie that

**The Board destroy the audio tapes for closed session minutes from April 12, 2022, May 2, 2022, and May 10, 2022 as they have been approved, opened, and are 18 months old or older.**

Motion carried by roll call vote.

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

Absent: Stahler

**Trustee Open Discussion**

It was noted that Trustees may want to watch the comments made to Congress by the Harvard University President, University of Pennsylvania President, and MIT President.

**ANNOUNCEMENTS**

December 23 & 25	Closed for Christmas
December 30	Closed for New Year's Eve
January 1	Closed for New Year's Day
January 3	Deadline for Agenda
January 9	Regular monthly meeting of the Coal City Public Library District at 6:30 p.m. in the Irving Street Annex

**ADJOURNMENT**

Motion by Dean Vigna and second by Becky Sipple that

**The Board adjourn the meeting.**

Motion carried by roll call vote.

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

Absent: Stahler

Meeting was adjourned at 7:47 p.m.

Signature: \_\_\_\_\_ January 9, 2024  
Carol Crawford, Secretary