

Coal City Public Library District

Regular Board Meeting

June 11, 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

**CORRECTIONS TO AGENDA**

President Phillips moved the Oath of Office under New Business to the first item on the agenda.

**OATH OF OFFICE**

Trustees Carol Crawford, Kris McPherson, Steve Smith and Debi Trotter were presented with and signed their Oaths of Office as members of the Board of Trustees.

**CONSENT AGENDA**

1. April 3, 2019 Building and Grounds Committee Meeting Minutes
2. April 4, 2019 Policy Committee Meeting Minutes
3. May 14, 2019 Regular Board Meeting Minutes
4. Action of Bills
5. Ordinance 18-3 Ordinance Setting Meeting Dates for FY 2019-2020

Motion by Steve Smith and second by Carol Crawford that

**The Board approve Consent Agenda items 1.) April 3, 2019 Building and Grounds Committee Meeting minutes, 2.) April 4, 2019 Policy Committee Meeting minutes 3.) May 14, 2019 Regular Board Meeting minutes, 4.) Action of Bills and 5.) Ordinance 18-3 Ordinance Setting Meeting Dates for FY 2019-2020.**

Motion carried by roll call vote.

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

Nays: None

### **CORRESPONDENCE**

Books were donated by Coal City Township High School Class of 1964 in memory of Gary Simons. A monetary donation was received from Char McDade as a thank you for the wonderful program Fallen, But Not Forgotten. Jolene Franciskovich donated books in memory of Randal “Pete” Napier and Lorrie Tyler.

### **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 May (attached). Communications Coordinator Cindy Starks reported to the Board of Trustees on her duties and responsibilities.

### **STANDING COMMITTEE REPORT**

#### **Budget**

Chairman McLuckie reported there were no discrepancies during her Budget Committee minute review.

The chronology for annual financial ordinances for FY 2019-2020 was distributed to the Board of Trustees.

The Working Budget for July 1, 2019 through June 30, 2020 was distributed to the Board of Trustees for their review and consideration at the next regular Board meeting.

#### **Policy**

Chairman Smith reported there was a typo in the January 8, 2019 Regular Board Meeting Minutes which incorrectly reflected that there was a Policy Committee meeting to be held on Friday, February 18, 2019 when the meeting was actually scheduled for and held on Friday, January 18, 2019. All filed committee minutes were accurate.

## **Building and Grounds**

President Phillips reported there was a typo in the January 8, 2019 Regular Board Meeting Minutes which incorrectly reflected that there was a Building and Grounds Committee meeting to be held on Friday, February 18, 2019 when the meeting was actually scheduled for and held on Friday, January 18, 2019. All filed committee minutes were accurate.

## **Bylaws**

President Phillips reported there were no discrepancies with the Bylaw Committee minutes on file.

## **NEW BUSINESS**

### **Election of Officers**

Secretary Smith presented the Board of Trustees with a slate of officers as follows:

Lois Phillips, President  
Steve Smith, Vice President  
Carol Crawford, Secretary  
Renee McLuckie, Treasurer

Motion by Steve Smith and second by Kris McPherson that

**The Board elect the slate of officers as presented by Secretary Smith.**

Motion carried by roll call vote.

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

Nays: None

### **Standing Committee Appointments**

President Phillips presented the Board of Trustees with the following Standing Committee appointments:

Budget Committee – Renee McLuckie – Chair and Steve Smith  
Policy Committee – Carol Crawford – Chair, Renee McLuckie and Debi Trotter  
Building and Grounds Committee – Kris McPherson – Chair and Debi Trotter  
Bylaws - Carol Crawford – Chair and Kris McPherson

Motion by Steve Smith and second by Debi Trotter that

**The Board approve the standing committees as appointed by President Phillips.**

Motion carried by roll call vote.

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

Nays: None

Newly appointed Chairman Crawford scheduled a Policy Committee meeting on Tuesday, June 25 at 11:00 am in the Library Director's office.

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

President Phillips appointed Kris McPherson as the Ethics Officer and Carol Crawford as the ADA/IHRA Compliance Coordinator.

Motion by Steve Smith and second by Renee McLuckie that

**The Board approve the Ethics Officer and ADA/IHRA Compliance Coordinator as appointed by President Phillips.**

Motion carried by roll call vote.

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

Nays: None

**Third Amended Dresden Power Station Real Property Tax Assessment Settlement Agreement**

Motion by Steve Smith and second by Renee McLuckie that

**The Board approve the Third Amended Dresden Power Station Real Property Tax Assessment Settlement Agreement as presented.**

Motion carried by roll call vote.

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

Nays: None

**Resolution 18-2 Resolution Authorizing the Library Director to Borrow Through the Use of a Credit Card from Midland States Bank**

Motion by Steve Smith and second by Kris McPherson that

**The Board adopt Resolution 18-2 Resolution Authorizing the Library Director to Borrow Through the Use of a Credit Card from Midland States Bank.**

Motion carried by roll call vote.

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

Nays: None

**Resolution 18-3 Resolution Authorizing Non-Resident Cards**

Motion by Steve Smith and second by Carol Crawford that

**The Board adopt Resolution 18-3 Resolution Authorizing Non-Resident Cards.**

Motion carried by roll call vote.

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

Nays: None

**Closed Session**

Motion by Steve Smith and second by Renee McLuckie 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: Trotter, McPherson, Crawford, McLuckie, Smith, and Phillips

Nays: None

Entered closed session at 7:10 pm

Returned to open session at 7:29 pm

**Semi-Annual Review of Closed Minutes**

Motion by Steve Smith and second by Renee McLuckie that

**The Board approve and open closed session meeting minutes from June 12, 2018 #2 as written, December 11, 2018 as corrected, April 9, 2019 as corrected, April 23, 2019 as written and May 14, 2019 as written, and destroy audio taped closed sessions dated: June 13, 2017 #1, June 13, 2017 #2 and June 13, 2017 #3.**

Motion carried by roll call vote.

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

Nays: None

**Closed Session**

Motion by Steve Smith and second by Renee McLuckie that

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

Motion carried by roll call vote.

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

Nays: None

Entered closed session at 7:37 pm

Returned to open session at 7:50 pm

**Director Evaluation**

Motion by Steve Smith and second by Renee McLuckie that

**The Board approve a 3% increase to the Library Director's salary for FY 2019-2020.**

Motion carried by roll call vote.

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

Nays: None

**Library Committee Operations Analysis Results**

President Phillips discussed the results of the Library Committee Operations Analysis with the Board of Trustees.

**ANNOUNCEMENTS**

- July 1            Trustee agenda deadline
- July 4            Library closed for Fourth of July
- July 9            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 Steve Smith and second by Carol Crawford that

**The Board adjourn the June 11, 2019 Regular Board meeting.**

Motion carried by a roll call vote.

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

Nays: None

Meeting was adjourned at 7:58 pm.

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

Signature: \_\_\_\_\_ July 9, 2019  
                 Carol Crawford, Secretary