

Coal City Public Library District

Regular Board Meeting

June 8, 2021

CALL TO ORDER

Vice President Steve Smith 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

Others present:

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

OATH OF OFFICE

Secretary Crawford gave the Oath of Office to newly elected Library Trustees Becky Sipple and Dean Vigna.

CORRECTIONS TO AGENDA

None.

CONSENT AGENDA

1. April 8, 2021 Dresden Committee Minutes
2. May 11, 2021 Regular Board Meeting Minutes
3. Action of Bills
4. Strategic Plan 2021-2026
5. Ordinance 20-3 Ordinance Setting Meeting Dates for FY 2021-2022

Carol Crawford requested that item #4 the Strategic Plan 2021-2026 be removed from the consent agenda. Vice President Smith moved the Strategic Plan 2021-2026 to the Ad Hoc Committee under Strategic Plans on the agenda.

Motion by Debi Trotter and second by Renee McLuckie that

The Board approve the consent agenda items as corrected.

Motion carried by roll call vote.

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

Abstain: Smith

CORRESPONDENCE

None.

PUBLIC COMMENT

None.

ELECTION OF OFFICERS

Secretary Carol Crawford presented the slate of officers as follows:

President, Debi Trotter

Vice President, Steve Smith

Secretary, Carol Crawford

Treasurer, Renee McLuckie

Motion by Carol Crawford and second by Renee McLuckie that

The Board approve the slate of officers as presented.

Motion carried by roll call vote.

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

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). President Trotter pointed out the following handouts to review: (1) the Conflict of Interest Statement for the trustees to complete and return to Jolene, (2) the Trustee Activity Calendar, and (3) the CCPLD Goals.

Jolene updated the Board that a circulation staff person is leaving July 1. Jolene would like to hire an employee of a family member and a trustee who was the most qualified candidate. There was no objection.

Jolene updated the Board of Trustees on the status of the legislation concerning the Dresden Power Station. Apparently, as of June 4 an agreement has been negotiated with the Governor's office, legislators, and the power plants but the written document has not been released. All of the phone calls, emails and letters written to legislators was appreciated and helpful in pressing negotiations. They are hopeful once the legislature reconvenes within the next two weeks the matter will be voted on in Springfield.

Cindy Starks, Communications Coordinator, presented the Board of Trustees with a PowerPoint presentation concerning her duties and responsibilities.

STANDING COMMITTEE REPORTS

Budget

Chairman McLuckie discussed with the Board of Trustees the FY 21-22 Salary Scale. Motion by Renee McLuckie and second by Steve Smith that

The Board accept the Salary Scale FY21-22 (January 1, 2022) as presented.

Motion carried by roll call vote.

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

Chairman McLuckie reported that there were no discrepancies found during her Budget Committee Minute review.

Chairman McLuckie presented the Board of Trustees with the Chronology for Annual Financial Ordinances.

Chairman McLuckie provided the Board of Trustees with the Working Budget for their review.

Policy

Chairman Crawford reported that there were no discrepancies found during her Policy Committee Minute review.

Chairman Crawford scheduled a committee meeting for Tuesday, June 22 at 10:00 a.m. in Irving Street Annex B to review the following policies: (1) Finance Policy, (2) Library Card Policy, (3) Material and Monetary Donations Policy, (4) Reimbursement of Travel Policy, (5) Security Camera Policy, (6) Social Media Policy, and (7) Personal Property Policy.

Building and Grounds

President Trotter reported that there were no discrepancies found during her Building and Grounds Committee Minute review.

Chairman Sipple scheduled a committee meeting for Monday, June 28 at 11:00 a.m. in Jolene's office to do a walkthrough of the Library's building and grounds.

Bylaws

Chairman Crawford reported that there were no discrepancies found during her Bylaws Committee Minute review.

AD HOC COMMITTEE

Dresden Committee

Chairman McLuckie reported that there were no discrepancies found during her Dresden Committee Minute review.

Strategic Plans

Carol Crawford presented the Board of Trustees with suggested changes to the Strategic Plans 2021-2026 for consideration at the next Board meeting.

Chairman Smith reported that there were no discrepancies found during his Strategic Plans Committee Minute review.

NEW BUSINESS

Standing Committee Appointments

President Trotter made the following Standing Committee appointments:

Budget – Renee McLuckie (Chair), Steve Smith, and Becky Sipple

Policy – Carol Crawford (Chair), Renee McLuckie, and Dean Vigna.

Building and Grounds – Becky Sipple (Chair), Dean Vigna, and Debi Trotter

Bylaws – Debi Trotter (Chair), Dean Vigna, and Carol Crawford

President Trotter made the following Ad Hoc Committee appointments:

Strategic Plans – Steve Smith (Chair), Debi Trotter, and Becky Sipple

Ethics Officer and ADA/IHRA Compliance Coordinator

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

Resolution 20-4 Resolution Authorizing Non-Resident Cards

Library Director Jolene Franciskovich discussed the significance of the non-resident cards.

Motion by Steve Smith and second by Carol Crawford that

The Board adopt Resolution 20-4 a Resolution Authorizing Non-Resident Cards.

Motion carried by roll call vote.

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

Closed Session

Motion by Steve Smith and second by Becky Sipple 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: McLuckie, Sipple, Smith, Vigna, Crawford, and Trotter

Entered closed session at 7:31 p.m.

Returned to open session at 7:44 p.m.

Semi-Annual Review of Closed Minutes

Motion by Carol Crawford and second by Steve Smith that

The Board open and approve the December 8, 2020 minutes as corrected and April 13, 2021, April 21, 2021, and May 11, 2021 minutes as written and destroy audio tapes for closed session minutes from June 11, 2019 #1 and June 11, 2019 #2 as they have been approved, opened and are 18 months and older.

Motion carried by roll call vote.

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

Closed Session

Motion by Carol Crawford 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: Sipple, Smith, Vigna, Crawford, McLuckie, and Trotter

Entered closed session at 7:47 p.m.

Returned to open session at 8:02 p.m.

Director Salary

Motion by Renee McLuckie and second by Steve Smith that

The Board approve a 5% increase to the Director's salary for FY 2021-2022.

Motion carried by roll call vote.

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

Library Committee Operations Analysis Results

The Board of Trustees were given the results of the Library Committee Operations Analysis survey.

ANNOUNCEMENTS

July 5 Closed in observance of the Fourth of July

July 7 Trustee agenda items deadline

July 13 Regular monthly meeting of the Coal City Public Library District, 70 N. Irving Street, Coal City at 6:30 p.m.

ADJOURNMENT

Motion by Steve Smith and second by Renee McLuckie that

The Board adjourn.

Motion carried by roll call vote.

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

Meeting was adjourned at 8:06 p.m.

Signature: _____ July 13, 2021
Carol Crawford, Secretary