

Coal City Public Library District

Regular Board Meeting

June 9, 2020

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	Becky Sipple
Renee McLuckie	Steve Smith
Kris McPherson	Debi Trotter
Lois Phillips	

Others present:

Jolene Franciskovich, Director
Cindy Starks, Communications Coordinator

CORRECTIONS TO AGENDA

No corrections were made to the agenda.

CONSENT AGENDA

1. May 12, 2020 Regular Board Meeting Minutes
2. Action of Bills
3. Board of Trustees Policy
4. Ordinance 19-4 Ordinance Setting Meeting Dates for FY 2020-2021

Motion by Debi Trotter and second by Steve Smith that

The Board approve the consent agenda items: 1. May 12, 2020 Regular Board Meeting Minutes, 2. Action of Bills, 3. Board of Trustees Policy, and 4. Ordinance 19-4 Ordinance Setting Meeting Dates for FY 2020-2021.

Motion carried by roll call vote.

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

Nays: None

CORRESPONDENCE

Thank you notes were received from staff members. Book donations were made by library staff members in memory of Amber Diaz and Denice Muzzarelli.

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 made a presentation to the Board Members on her duties and responsibilities as Communications Coordinator.

STANDING COMMITTEE REPORT

Budget

Chairman Renee McLuckie reported that there were no discrepancies with the Budget Committee meeting minutes for the FY 2019-2020.

The chronology for annual financial ordinances was discussed with the Board Members.

The Working Budget was distributed to the Board Members for their review and discussion at next month's regular board meeting. It was noted that the final numbers for the budget have not yet been determined by the County tax assessor's office.

Policy

Chairman Crawford reported that there were no discrepancies with the Policy Committee meeting minutes for the FY 2019-2020.

Chairman Crawford scheduled a committee meeting for Wednesday, July 8 at 10:00 a.m. in Irving Street Annex A to review the (1) Freedom of Information Act, (2) Unattended Children in the Library, (3) Library Parking Lot, and (4) Firearms Policies.

Buildings & Grounds

President Phillips reported that there was one discrepancy found in the February 19, 2020 Building and Grounds Committee meeting minutes.

Motion by Debi Trotter and second by Steve Smith that

The Board amend the February 19, 2020 approved Building & Grounds Committee meeting minutes, by changing the words in the first sentence Monday, February 3, 2020 to Wednesday, February 19, 2020.

Motion carried by roll call vote.

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

Nays: None

AD HOC COMMITTEE REPORT

Evaluation Review

Chairman Smith reported that there were no discrepancies with the Evaluation Review Committee meeting minutes for the FY 2019-2020.

UNFINISHED BUSINESS

Staff Vacation Policy Compliance

Motion by Steve Smith and second by Renee McLuckie that

The Board compensate staff for unused vacation beyond one week for FY 2019-2020.

Motion carried by roll call vote.

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

Nays: None

NEW BUSINESS

Resolution 19-4 Resolution Authorizing Non-Resident Cards

Motion by Steve Smith and second by Renee McLuckie that

The Board adopt Resolution 19-4 Resolution Authorizing Non-Resident Cards.

Motion carried by roll call vote.

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

Nays: None

Closed Session

Motion by Steve Smith and second by Debi Trotter 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, Sipple, Smith, and Phillips

Nays: None

Entered closed session at 7:22 p.m.

Returned to open session at 7:43 p.m.

Semi-Annual Review of Closed Minutes

Motion by Becky Sipple and second by Steve Smith that

The Board approve and open closed session meeting minutes from December 10, 2019 as corrected, April 14, 2020 as corrected, April 23, 2020 as written, and May 12, 2020 as written.

Motion carried by roll call vote.

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

Nays: None

Closed Session

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

Nays: None

Entered closed session at 7:48 p.m.

Returned to open session at 7:59 p.m.

Director Salary

Motion by Steve Smith and second by Debi Trotter that

The Board approve a 5% increase to the Library Director's salary for FY 2020-2021.

Motion carried by roll call vote.

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

Nays: None

Library Committee Operations Analysis Results

The Board Members reviewed and discussed the results of the Library Committee Operations Analysis.

Trustee Training: Everything Library Trustees Need to Know During COVID-19

Three Board Members confirmed that they attended the Trustee Training webinar. Highlights from the webinar were discussed.

ANNOUNCEMENTS

July 4 Closed in observance of the Fourth of July

July 8 Trustee agenda items deadline

July 14 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 Debi Trotter and second by Steve Smith that

The Board adjourn.

Motion carried by roll call vote.

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

Nays: None

Meeting was adjourned at 8:12 p.m.

Approved: _____

Signature: _____ July 14, 2020
Carol Crawford, Secretary