

Coal City Public Library District

Regular Board Meeting

March 10, 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
Leah Bill, Assistant Director
Cindy Starks, Communications Coordinator
Bryan Gilligan, Head of Reference

CORRECTIONS TO AGENDA

None.

CONSENT AGENDA

1. February 11, 2020 Regular Board Meeting Minutes
2. Action of Bills
3. Drug Free Workplace Policy
4. Occupational Dictionary
5. Patron Use and Behavior Policy
6. Personnel Policy

Motion by Steve Smith and second by Carol Crawford that

The Board approve the consent agenda items: (1) February 11, 2020 regular board meeting minutes, (2) Action of Bills, (3) Drug Free Workplace Policy, (4) Occupational Dictionary, (5) Patron Use and Behavior Policy, and (6) Personnel Policy.

Motion carried by roll call vote.

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

Abstain: Trotter

Nays: None

CORRESPONDENCE

None.

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 February (attached). The Board of Trustees had no objection to closing the library on Friday, August 28 for staff training.

Bryan Gilligan, Head of Reference reported to the Board of Trustees on the Reference Department. Mr. Gilligan discussed circulation statistics for non-fiction items, TV series DVDs, classic movies, and other materials circulated in the Reference Department as well as strategies he had concerning boosting circulation.

STANDING COMMITTEE REPORT

Policy

Chairman Carol Crawford scheduled a meeting for Friday, March 27 at 10:00 am in the Library Director's Office to discuss the Board of Trustees Policy.

Building and Grounds

Chairman McPherson discussed the proposed siding removal and installation for the Annex and sun room.

Motion by Kris McPherson and second by Debi Trotter that

The Board approve Clubb Construction to remove and replace the existing siding from the Annex and sun room for the price of \$12,529 with an additional possible cost to repair rotted wood not to exceed the amount of \$5,000.

Motion carried by roll call vote.

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

Nays: None

NEW BUSINESS

Library Director Evaluation

President Phillips explained the process for evaluating the Library Director. Packets containing the Library Director’s evaluation will be distributed at the April regular board meeting at which time a special Board meeting will be scheduled to discuss the Library Director’s evaluation prior to the May regular board meeting.

National Library Week

There will be one staff service award for five years of service to be awarded.

ANNOUNCEMENTS

- April 7 Trustee agenda items deadline
- April 10 & 11 Library Closed for Easter
- April 14 Regular monthly meeting of the Coal City Public Library District
 at 6:30 pm, Irving Street Annex, 70 N. Irving Street, Coal City
- April 19-25 National Library Week themed “Find Your Place at the Library”

ADJOURNMENT

Motion by Debi Trotter and second by Kris McPherson that

The Board adjourn the March 10, 2020 regular board meeting.

Motion carried by a roll call vote.

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

Nays: None

Meeting was adjourned at 7:09 p.m.

Approved: _____

Signature: _____ April 14, 2020
Carol Crawford, Secretary