

Coal City Public Library District

Regular Board Meeting

March 12, 2024

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	Betsy Stahler
Becky Sipple	Debi Trotter
Steve Smith	Dean Vigna

Absent:

Renee McLuckie

Others present:

Jolene Franciskovich, Library Director
Leah Bill, Assistant Director
Cindy Starks, Communications Coordinator
Bryan Gilligan, Head of Reference

CORRECTIONS TO AGENDA

None.

CONSENT AGENDA

1. February 13, 2024 Regular Board Meeting Minutes
2. Action of Bills
3. Drug and Alcohol Free Library Policy
4. Occupational Dictionary
5. Personnel Policy
6. Prohibiting Harassment, Discrimination and Retaliation Policy

Trustee Vigna requested that the Occupational Dictionary be pulled from the Consent Agenda for further discussion. President Trotter placed the Occupational Dictionary under Standing Committee Report as the first item under Policy.

Motion by Betsy Stahler and second by Becky Sipple that

The Board approve the consent agenda items: (1) February 13, 2024 Regular Board Meeting Minutes; (2) Action of Bills; (3) Drug and Alcohol Free Library Policy; (4)

Personnel Policy; and (5) Prohibiting Harassment, Discrimination and Retaliation Policy.

Motion carried by roll call vote.

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

Absent: McLuckie

CORRESPONDENCE

Jolene Franciskovich donated the book “The Way It Was: My Life with Frank Sinatra” in memory of LaVonne Clackum. The VFW Post 1336 donated the book “World War I Gold Star Veterans of Grundy County Illinois” in memory of Coal City World War I Veterans.

PUBLIC COMMENT

None.

TREASURER’S REPORT

Library Director Jolene Franciskovich presented a written treasurer’s report (attached). The report will be filed for audit.

REFERENCE REPORT

Bryan Gilligan, Head of Reference presented the Board of Trustees with a departmental report. Bryan discussed the WGGS Quarterlies which come from Will/Grundy Counties Genealogical Society, the Then and Now project, and the Local History Display Wall.

DIRECTOR’S PROGRESS AND SERVICE REPORT

Library Director Jolene Franciskovich submitted the director’s report, which included the statistics for February (attached).

STANDING COMMITTEE REPORTS

Policy

The proposed changes to the Occupational Dictionary were discussed.

Motion by Steve Smith and second by Dean Vigna that

The Board approve the Occupational Dictionary as amended.

Motion carried by roll call vote.

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

Absent: McLuckie

Chairman Crawford scheduled a Policy Committee meeting for Tuesday, March 26 at 10:00 a.m. in Annex B to discuss the following policies: (1) Board of Trustees Policy; and (2) Crisis Communication Plan.

Building and Grounds

Chairman Sipple scheduled a Building and Grounds Committee meeting for Thursday, April 4 at 11:00 a.m. in Annex A.

Bylaws

President Trotter scheduled a meeting of the Bylaws Committee for Tuesday, March 19 at 11:00 a.m. in Annex B.

NEW BUSINESS

Grundy County Transit Donation

The Trustees discussed the Grundy County Transit donation.

Motion by Steve Smith and second by Betsy Stahler that

The Board approve the Grundy County Transit donation in the amount of \$500 to be used for free rides to the Library.

Motion carried by roll call vote.

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

Absent: McLuckie

Resolution 23-5

The Trustees discussed Resolution 23-5 Authorizing Appeal for the Assessment of the GE/Hitachi Morris Operation to the State of Illinois Property Tax Appeal Board.

Motion by Steve Smith and second by Becky Sipple that

The Board adopt Resolution 23-5 a Resolution Authorizing Appeal to the State of Illinois Property Tax Appeal Board, as presented.

Motion carried by roll call vote.

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

Absent: McLuckie

Library Director Annual Evaluation

The process for the Library Director's annual evaluation is starting. Library Director Jolene Franciskovich was directed to prepare her self-evaluation for the Board of Trustees.

National Library Week

National Library Week is April 7 through April 13 with the theme "Ready Set Library." The trustees discussed what they would like to do for the staff during National Library Week.

Staff and Board Service Awards

There are four staff members receiving service awards: Kenny Gumbs and Jamie Lindsay for 15 years and Armondo Esparza and Cindy Starks for 20 years. Betsy Stahler volunteered to purchase staff service awards.

Trustee Open Discussion

The Trustees discussed recent articles on library trends.

ANNOUNCEMENTS

- March 29 & 30 Closed for Easter Holiday
- April 3 Trustee agenda deadline
- April 7-13 National Library Week themed “Ready Set Library”
- April 9 Regular monthly meeting of the Coal City Public Library District at 6:30 p.m. in the Irving Street Annex

ADJOURNMENT

Motion by Steve Smith and second by Dean Vigna that

The Board adjourn the meeting.

Motion carried by roll call vote.

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

Absent: McLuckie

Meeting was adjourned at 7:45 p.m.

Signature: _____ April 9, 2024
Carol Crawford, Secretary