

Coal City Public Library District

Regular Board Meeting

November 12, 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	Becky Sipple
Renee McLuckie	Steve Smith
Lois Phillips	Debi Trotter

Trustees absent:

Kris McPherson

Others present:

Leah Bill, Assistant Director
Cindy Starks, Communications Coordinator
Cindy Hintze, Coal City Food Pantry
Nicolle Albrecht, Coal City Food Pantry

CORRECTIONS TO AGENDA

None.

CONSENT AGENDA

1. October 8, 2019 Regular Board Meeting Minutes
2. Action of Bills

Motion by Debi Trotter and second by Steve Smith that

The Board approve the Consent Agenda items: (1) October 8, 2019 Regular Board Meeting Minutes, and (2) Action of Bills.

Motion carried by roll call vote.

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

Nays: None

Absent: McPherson

CORRESPONDENCE

The book *A Season to Celebrate* was donated by Sherri Balegno and Mary Jo Breneman in memory of Patricia Starks. The book *Quantum* by Patricia Cornwell was donated by Jolene Franciskovich in memory of Patricia Starks. The book *Complete Crochet Course* by Shannon Mollett and Jason Bowlsby was donated by Jolene Franciskovich in memory of Joan Marie Seitz.

PUBLIC COMMENT

The Board of Trustees presented the Coal City Food Pantry with a check in the amount of \$860.53 representing the October fines collected by the Library.

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

Assistant Library Director Leah Bill submitted the director's report, which included the statistics for October (attached). The Board had no objection to (1) the proposed Black Friday event, and (2) closing the library at 12:00 p.m. Monday, December 23.

STANDING COMMITTEE REPORT

Budget

Main motion by Renee McLuckie and second by Debi Trotter that

The Board approve FY18-19 audit.

Amend motion by Renee McLuckie and second by Steve Smith that

The main motion be amended to add the words "as presented."

Motion carried by roll call vote.

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

Nays: None

Absent: McPherson

President Phillips stated the amended main motion as follows:

The Board approve FY18-19 audit as presented.

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

Nays: None

Absent: McPherson

Motion by Renee McLuckie and second by Carol Crawford that

The Board adopt Ordinance No. 19-2 an Ordinance Levying Taxes for Corporate Purposes for the Fiscal Year 2019-2020.

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

Nays: None

Absent: McPherson

Policy

Chairman Crawford reviewed in detail amendments to the Circulation Policy, Collection Management Policy, and Library Card Policy for consideration at the next regular Board meeting.

AD HOC COMMITTEE

Evaluation Review

Chairman Smith recommended proposed changes to the Library Director's evaluation procedure for trustee review in consideration of action next month.

OLD BUSINESS

Budget & Levy Secrets

The Board of Trustees reviewed the remainder of the Budget & Levy Secrets for Libraries workshop video.

NEW BUSINESS

Library Director Leave of Absence

President Phillips discussed that Library Director Jolene Franciskovich was taking a leave of absence due to an injury, and Assistant Library Director Leah Bill is assuming the duties and responsibilities of the Library Director during the absence.

Resolution 19-2

Motion by Renee McLuckie and second by Carol Crawford that

The Board adopt Resolution 19-2 A Resolution to Declare a Vacancy and Appoint a New Library Trustee.

Motion carried by roll call vote.

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

Nays: None

Abstain: Sipple

Absent: McPherson

Trustee Facts Files

The Board of Trustees reviewed Chapters 13 and 14 of the Trustee Facts File.

Library Trivia

President Phillips provided the Board with a trivia question to familiarize themselves with the library.

ANNOUNCEMENTS

November 27 Early close at 3:00 p.m.

November 28 Close for Thanksgiving Day

December 4 Trustee agenda items deadline

December 10 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 this meeting.

Motion carried by a roll call vote.

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

Nays: None

Absent: McPherson

Meeting was adjourned at 7:47 p.m.

Approved: _____

Signature: _____ December 10, 2019
Carol Crawford, Secretary