

Coal City Public Library District

Regular Board Meeting

October 11, 2022

**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 pm.

**ROLL CALL**

Communications Coordinator called the roll.

Trustees present:

Carol Crawford	Betsy Stahler
Renee McLuckie	Debi Trotter
Becky Sipple	Dean Vigna
Steve Smith	

Others present:

Jolene Franciskovich, Library Director	Leah Bill, Assistant Director
Cindy Starks, Communications Coordinator	Joe Martin, Auditor
Heather Banks, Head of Circulation	

**CORRECTIONS TO AGENDA**

None.

**CONSENT AGENDA**

1. September 13, 2022 Regular Board Meeting Minutes
2. June 30, 2022 Policy Committee Meeting Minutes
3. Action of Bills

Motion by Steve Smith and second by Renee McLuckie that

**The Board approve the consent agenda items: (1) September 13, 2022 Regular Board Meeting Minutes; (2) June 30, 2022 Policy Committee Meeting Minutes; and (3) Action of Bills.**

Motion carried by roll call vote.

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

Abstain: Smith

**CORRESPONDENCE**

There was a donation received from Cindy Lutz and an anonymous donation in memory of Avis Brancato. Mary Jo and Pat Breneman purchased a magazine subscription to "Taste of the South"

in memory of Avis Brancato. Library staff members donated the books “Springfield 1880,” “A Hill of Beans,” and “Settling His Hash” in memory of Gonzalla Esparza. The Coal City Township High School Class of 1964 donated the books “Tales From the Chicago White Sox Dugout” in memory of Bill Hanley, “Our Shoes Our Selves” and “Shoes” in memory of Cheryl Hutton, and “Poisoning the Pacific” in memory of Kathy Morgan.

### **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 September (attached).

Heather Banks, Head of Circulation, reported to the Board of Trustees on the Circulation department. She discussed new items added to the Library of Things which included 5 iPads, 5 iPad Minis, Apple Pencil, and Osmos kit. She also discussed the new services which included the license plate sticker renewal, binding service, and book subscription box. Heather has also taken over replenishing the four free libraries in the area. Heather also mentioned that new shelves and cabinets have been ordered with the money donated in memory of Avis Brancato and Charles Butler and there will be plaques placed on them.

### **STANDING COMMITTEE REPORTS**

#### **Budget**

The Library’s auditor, Joe Martin reviewed the FY21/22 audit with the Board of Trustees. Joe reported that the Library received a clean opinion on their audit and that they had the recommended amount of operating expenses in reserve.

Chairman McLuckie discussed Resolution 22-1 A Resolution to Determine Estimate of Funds Needed.

Motion by Renee McLuckie and second by Betsy Stahler that

**The Board adopt Resolution 22-1 A Resolution to Determine Estimate of Funds Needed.**

Motion carried by roll call vote.

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

Chairman McLuckie presented the Board of Trustees with the FY 22-23 Q1 Report.

The Board of Trustees discussed the staff Christmas gifts.

## **Policy Committee**

Chairman Crawford discussed the proposed changes to the Computer and Internet Use Policy, Company Credit Card Policy, and Investment Policy. These policies will be considered for approval at the next regular Board meeting.

Chairman Crawford scheduled a Policy Committee meeting for Friday, October 28 at 10:00 a.m. in the Annex to review the Public Comment Policy, Registered Sex Offender Policy, and Library Director Evaluation Form.

## **NEW BUSINESS**

### **Resolution 22-2 – GE Hitachi**

Motion by Steve Smith and second by Becky Sipple that

**The Board adopt Resolution 22-2 the Resolution Authorizing and Directing the Filing of An Assessment Complaint(s) with the Grundy County Board of Review for Tax Year 2022 Re: Parcels 03-35-400-004, 03-35-400-005, and 03-35-300-002 Owned by General Electric Co. and Improved with the GE Hitachi Morris Operation, as presented.**

Motion carried by roll call vote.

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

### **Authorized Signer for the Illinois Funds**

Motion by Renee McLuckie and second by Betsy Stahler that

**The Board approve the opening of an Illinois Funds Account and for Jolene Franciskovich to act as the Authorized Signer.**

Motion carried by roll call vote.

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

## **ANNOUNCEMENTS**

November 2 Trustee agenda items deadline

November 8 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: Stahler, Vigna, Crawford, McLuckie, Sipple, Smith, and Trotter

Meeting was adjourned at 7:40 p.m.

Signature: \_\_\_\_\_ November 8, 2022  
Carol Crawford, Secretary