

Coal City Public Library District

Regular Board Meeting

October 12, 2021

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
Renee McLuckie	Debi Trotter
Becky Sipple	Dean Vigna
Steve Smith	

Others present:

Jolene Franciskovich, Director
Cindy Starks, Communications Coordinator
Joe Martin, Auditor from Brian Zabel & Associates, P.C.
Heather Banks, Head of Circulation

CORRECTIONS TO AGENDA

None.

CONSENT AGENDA

1. September 14, 2021 Regular Board Meeting Minutes
2. September 20, 2021 Budget Committee Meeting Minutes
3. Action of Bills
4. Meeting Spaces Policy and Meeting Room Application
5. Search Warrant Policy

Motion by Steve Smith and second by Carol Crawford that

The Board approve the consent agenda items (1) September 14, 2021 Regular Board Meeting Minutes, (2) September 20, 2021 Budget Committee Meeting Minutes, (3) Action of Bills, (4) Meeting Spaces Policy and Meeting Room Application, and (5) Search Warrant Policy.

Motion carried by roll call vote.

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

Abstain: Smith

CORRESPONDENCE

The books “Six Sisters’ Stuff Instant Cooking” and “Six Sisters’ Stuff Healthy Eats” were donated by the Starks Family in memory of Marlene Dennison.

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).

STANDING COMMITTEE REPORTS

Budget

Chairman McLuckie discussed Resolution 21-2 A Resolution to Determine Estimate of Funds Needed.

Motion by Renee McLuckie and second by Steve Smith that

The Board adopt Resolution 21-2 A Resolution to Determine Estimate of Funds Needed.

Motion carried by roll call vote.

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

Joe Martin reported that the library financial records for the FY 2020/2021 are clean and in good order. Trustees will review the audit as presented.

Chairman McLuckie discussed the FY 21-22 Q1 Report.

The Board of Trustees discussed staff Christmas gifts.

Policy

Chairman Crawford scheduled a committee meeting on Monday, November 8 at 1:00p.m. in the Irving Street Annex to discuss: (1) Circulation Policy, (2) Collection Management Policy, and (3) Prohibiting Harassment, Discrimination and Retaliation Policy.

NEW BUSINESS

Resolution 21-3 GE Hitachi Authorizing and Directing the Filing of an Assessment

Complaint

The Board discussed Resolution 21-3.

Motion by Carol Crawford and second by Renee McLuckie that

The Board adopt Resolution 21-3 GE Hitachi Authorizing and Directing the Filing of an Assessment Complaint

Motion carried by roll call vote.

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

Circulation Department Report

Heather Banks, Head of Circulation, presented the Board of Trustees with new services that are being offered since she has taken over as Head of Circulation. Those services include circulating craft stamps and puzzles donated to the library, making Grab N Go mystery bags for children, teens and adults, and giving away a special item during the month to make people smile.

Serving Our Public Library 4.0: Standards for Illinois Public Libraries Chapters 5-8

The Board of Trustees discussed chapters 5 thru 8 of *Serving Our Public Library 4.0: Standards for Illinois Public Libraries*. The Trustees are to review chapters 9 thru 12 for the next meeting.

Board of Trustees Policy

The Board of Trustees discussed pages 8 thru 12 of the Board of Trustees Policy. The Trustees are to review pages 13 thru 18 and Appendix A for the next meeting.

CLOSED SESSION

Motion by Steve Smith and second by Carol Crawford that

The Board enter into Closed Session under 5 ILCS 120/2 (5) to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

Motion carried by roll call vote.

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

Entered Open Session: 8:11 p.m.

Returned to Open Session: 8:30 p.m.

There was no action taken.

ANNOUNCEMENTS

November 3 Trustee agenda items deadline

November 9 Regular monthly meeting of the Coal City Public Library District held in the Irving Street Annex starting at 6:30 p.m.

ADJOURNMENT

Motion by Becky Sipple and second by Renee McLuckie that

The Board adjourn the meeting.

Motion carried by roll call vote.

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

Meeting was adjourned at 8:31 p.m.

Signature: _____ November 9, 2021
Carol Crawford, Secretary