



MINUTES of the BOARD OF TRUSTEE'S MEETING

DATE: January 12, 2009
TIME: 7:00 p.m.
PLACE: Collinsville Memorial Library Center
Meeting Room

Call to Order

President McChristian presided and called the meeting to order.

Roll Call

Members present:

Mrs. Patricia McChristian
Mr. Howard Dartt
Mr. Gary Keller
Mrs. Mary Ellen Fedder
Mr. Norman Schiller

Members absent:

Mrs. Alice Hayes
Ms. Laura Herr

Others present:

Mrs. Barbara Rhodes, Director

Consent Items

Minutes of the regular meeting of October 20, 2008, special meetings of November 5 and 19, 2008 presented.

Communications

Resignation letter from Laura Herr who explained that she has recently moved out of our Library District. It was accepted with regret.
Letter written to Robert Clark on behalf of the Board was presented.
Letter written to the Board from the Director.
News article on the Old Time Radio Show highlighting Howard Dartt and his friend.

Librarian's Reports

- ▶ Adult Services Librarian Report
- ▶ Youth Services Librarian Report

Finance

- November through January Bill list was presented.
General Fund Account was presented.
- ▶ Gift Account was presented.

Committee Reports

Lewis and Clark Library System - No report

Personnel - No report

Maintenance - No Report

Special Committees

- ▶ Pan's return has been postponed until February. His refinishing is taking longer than expected.
- ▶ Landscaping has been completed and paid for by the Collinsville Memorial Library Foundation.

A motion was made by Mr. Keller, seconded by Mr. Dartt, to:

APPROVE THE CONSENT ITEMS IN ENTIRETY.

A roll call vote was taken.

Mrs. McChristian	Yes	Mr. Schiller	Yes
Mrs. Fedder	Yes	Mr. Keller	Yes
Mrs. Hayes	Absent		
Mr. Dartt	Yes		

Motion carried.

Discussion Items

- ▶ First Reading of Library District updates.
- ▶ Discussion on the vacant seat on the Board of Trustees left by Laura Herr. The agreement to allow the seat to remain vacant until the elections filled the vacancy was reached.
- ▶ Personnel Manual presented and approved by the Board. Discussion on the Chain of Command and the Personnel Complaint procedure showed that the Board and the Administration agree that the staff must follow the proper channels within the organization. Issues are to be brought to the Board by the Administration and not individual subordinate staff members.
- ▶ President McChristian assigned Vice-President Fedder as the Personnel liaison.

Action Items

- ▶ **Audit**
FY 2007-2008 Audit was presented. No discussion followed.

A motion was made by Mr. Keller, seconded by Mr. Dartt, to:

APPROVE THE FY 2007-2008 AUDIT.

A roll call vote was taken.

Mrs. McChristian	Yes	Mr. Schiller	Yes
Mrs. Fedder	Yes	Mr. Keller	Yes
Mrs. Hayes	Absent		
Mr. Dartt	Yes		

Motion carried.

Adjournment

A motion was made by Mr. Keller, seconded by Mr. Dartt, to:

WITH NO FURTHER BUSINESS, ADJOURN THE BOARD MEETING OF January 12, 2009.