



**MINUTES of the
BOARD OF TRUSTEES' MEETING**

DATE: November 21, 2016

TIME: 7:00 p.m.

PLACE: Collinsville Memorial Library Center

Roll Call

Members present:

Mr. Tom Wells

Mr. Mark Schusky

Ms. Janet Albertina

Ms. Nancy Gerstenecker

Mr. Scott Penny, Jr.

Ms. Marie Johnson

Others in attendance:

Vicky Hart, Director

Katie Heaton, Manager-Fairmont City Library Center

Call to Order

- President Wells presided and called meeting to order.

Public Input

- None.

Oath of Office

- Administered Oath of Office to new Board member, Lisa Costello.

Consent Items:

- Minutes of the meeting of October 17, 2016 were presented.

Communications:

- IMRF Contribution Rate. New employer rate of 9.40% effective January 1, 2017.

Administrative Reports - Director's report and Manager's report of the Collinsville and Fairmont City Library Centers were presented.

Financial Reports

- Bill list was presented
- General Fund Account was presented
- Gift account was presented

Committee Reports

- Finance
- Personnel – Resignation of Kathy Porter. Exploring the possibility of hiring a full-time Youth Services Coordinator to work with teens at both library centers. Effective December 1st, new law goes into effect re: overtime.
- Fundraiser
- Special Committees

A motion was made by Mr. Schusky, seconded by Ms. Gerstenecker to:

APPROVE THE CONSENT ITEMS IN ENTIRETY

A roll call was taken.

Mr. Wells	Yes	Ms. Gerstenecker	Yes
Mr. Schusky	Yes	Mr. Penny	Yes
Ms. Albertina	Yes	Ms. Johnson	Yes
Ms. Costello	Yes		

Motion carried.

Discussion Items:

- Proposed items for next meeting's agenda:
 - Approval of Audit
- March, 2017 Board meeting
 - Installation of security gate at rear entry/Fairmont City Library Center for purpose of renting out the Pavilion

Action Items:

- Resolution No. 2017-1: Authorized Signers Resolution

A motion was made by Mr. Schusky, seconded by Ms. Costello to:

APPROVE RESOLUTION NO. 2017-1; AUTHORIZED SIGNERS RESOLUTION

A roll call was taken.

Mr. Wells	Yes	Ms. Gerstenecker	Yes
Mr. Schusky	Yes	Mr. Penny	Yes
Ms. Albertina	Yes	Ms. Johnson	Yes
Ms. Costello	Yes		

Motion carried.

- Resolution No. 2017-2: To Comply with the Government Travel Expense Control Act

A motion was made by Ms. Johnson, seconded by Mr. Penny to:

APPROVE RESOLUTION NO. 2017-2; TO COMPLY WITH THE GOVERNMENT TRAVEL EXPENSE CONTROL ACT

A roll call was taken.

Mr. Wells	Yes	Ms. Gerstenecker	Yes
Mr. Schusky	Yes	Mr. Penny	Yes
Ms. Albertina	Yes	Ms. Johnson	Yes
Ms. Costello	Yes		

Motion carried.

- Christmas gift for staff and regular volunteers of \$150 per person from the Gift Fund

A motion was made by Ms. Gerstenecker, seconded by Mr. Penny to:

APPROVE CHRISTMAS GIFT FOR STAFF AND REGULAR VOLUNTERS

A roll call was taken.

Mr. Wells	Yes	Ms. Gerstenecker	Yes
Mr. Schusky	Yes	Mr. Penny	Yes
Ms. Albertina	Yes	Ms. Johnson	Yes
Ms. Costello	Yes		

Motion carried.

Adjournment

A motion was made by Ms. Johnson, seconded by Ms. Albertina to:

ADJOURN THE MEETING OF NOVEMBER 21, 2016

Motion passed.

Next Meeting – January 9, 2017: 7:00 p.m.