

**MINUTES of the MISSISSIPPI VALLEY LIBRARY DISTRICT  
INCOMING BOARD OF TRUSTEES REGULAR MEETING**

DATE: May 20, 2019  
TIME: 7:00 p.m.  
PLACE: Blum House, Collinsville, IL

**Call to Order**

Mark Schusky called the meeting to order at 7:10 p.m.

**Roll Call**

Trustees present:

Nancy Gerstenecker, Board Member  
Amanda Hausman, Board Member  
Jed Robbins, Board Member  
Mark Schusky, Board Member  
Laura Gottschalk, Board Member

Trustees absent:

Scott Penny, Jr., Board Member  
Cathy Kulupka, newly elected board member to be sworn in

Also present:

Ms. Jeanna Ryner, Executive Director  
  
Ms. Kyla Waltermire, Branch Manager, Collinsville Memorial Library Center  
  
Ms. Katie Heaton, Branch Manager, Fairmont City Library Center

**Public Input - none**

**Friends of the Library**

Pat McDermott and Margie Wright commented on the success of the recent book sale and asked the board to consider applications for the funds.

**Establish and Approve the Executive Committee**

**Mark Schusky was nominated for Board President** by Nancy Gerstenecker and seconded by Amanda Hausman. Mark Schusky accepted this nomination.

A roll call vote was taken.

Nancy Gerstenecker Yes  
Amanda Hausman Yes  
Jed Robbins Yes  
Mark Schusky Abstained  
Laura Gottschalk Yes

Motion carried, Yes - 4, No – 0, Abstained - 1.

**Scott Penny, Jr., was nominated for Board Vice President** by Jed Robbins and seconded by Laura Gottschalk.

A roll call vote was taken.

Nancy Gerstenecker Yes  
Amanda Hausman Yes  
Jed Robbins Yes  
Mark Schusky Yes  
Laura Gottschalk Yes

Motion carried, Yes - 5, No – 0.

**Amanda Hausman was nominated for Board Secretary** by Nancy Gerstenecker and seconded by Jed Robbins. Amanda accepted the nomination.

A roll call vote was taken.

Nancy Gerstenecker Yes  
Amanda Hausman Abstained  
Jed Robbins Yes  
Mark Schusky Yes  
Laura Gottschalk Yes

Motion carried, Yes - 4, No – 0, Abstained - 1.

**Nancy Gerstenecker was nominated for Board Treasurer** by Jed Robbins and seconded by Amanda Hausman. Nancy accepted the nomination.

A roll call vote was taken.

Nancy Gerstenecker Yes  
Amanda Hausman Yes  
Jed Robbins Yes  
Mark Schusky Yes  
Laura Gottschalk Yes

Motion carried, Yes - 5, No – 0.

### **Trustee Comments**

Jed Robbins, Trustee, reported that he is doing well so far following his recent surgery.

Laura Gottschalk shared that she appreciated the opportunity to serve.  
Motion made by Jed Robbins and seconded by Amanda Hausman to approve the consent items as listed.

### **Consent Items**

Minutes of the Regular meeting of April 15<sup>th</sup>, 2019 (were previously approved)

#### Communications

- Card received from Larry and Marie Walker
- Email received from Dawn Bussey

#### Administrative Reports

- Director's Report  
Report was given by Executive Director, Jeanna Ryner.
- Managers' Reports  
Reports were given by Center Managers Kyla Waltermire and Katie Heaton.

#### Finances

- April 2019 Expenses by Vendor List and Profit & Loss
- Funds Balance Sheet, Gift Fund Deposits
- FY2019 Profit & Loss Budget vs. Actual

#### Committee Reports

- Finance Committee  
None
- Personnel  
None
- Fundraiser  
None

Motion passed on an unanimous voice vote 8:00pm.

**Cathy Kulupka arrived @ 7:44pm and was sworn in by Secretary Amanda Hausman at 8:02pm.**

### **Discussion Items**

- Meeting times and locations for upcoming fiscal year  
-Will vote on times and locations next month but was suggested that we will meet at 6:30 at alternating Fairmont City Library and Collinsville Memorial Library locations.  
Was proposed that we would begin with the July meeting in Fairmont City Library if voted on at next meeting. The bylaws will need updated to accommodate this edit of meeting times and locations.
- Online information  
-It was suggested that the City of Collinsville's website be used as a model for our library district's website, focusing on ease of use, transparency and openness. - Updates to the current ordinances are needed.
- Cleaning Services

-2 quotes were shared for contracted cleaning services. The district is in dire need of cleaning services and obtaining them from a contracted company was proposed. A short term contract was suggested to be obtained if possible to help the board make the decision.

- Proposed items for next meeting's agenda

### **Closed Session**

Jed Robbins motioned to enter closed session, seconded by Nancy Gerstenecker.

A roll call vote was taken.

Nancy Gerstenecker, Treasurer	Yes
Amanda Hausman, Secretary	Yes
Jed Robbins, Board Trustee	Yes
Mark Schusky, President	Yes
Laura Gottschalk, Board Trustee	Yes
Cathy Kulupka, Board Trustee	Yes

Motion carried, Yes - 6, No – 0.

- Entered closed session at 8:42 to discuss 5ILCS 120/2C(1)
- Adjourned at 10:01pm

Motion was made by Nancy Gerstenecker and seconded by Cathy Kulupka to return to the open session meeting of May 20, 2019.

A roll call vote was taken.

Nancy Gerstenecker, Treasurer	Yes
Amanda Hausman, Secretary	Yes
Jed Robbins, Board Trustee	Yes
Mark Schusky, President	Yes
Laura Gottschalk, Board Trustee	Yes
Cathy Kulupka, Board Trustee	Yes

Motion carried, Yes - 6, No – 0.

Motion passed, 10:04 p.m.

### **Action Items**

- Meeting agenda format  
Motion to change Bylaws Article IV Meetings, Section 7  
“Old Business” will replace “Discussion Items”  
“New Business” will replace “Action Items”  
made by Jed Robbins and seconded by Laura Gottschalk

A roll call vote was taken.

Nancy Gerstenecker, Treasurer Yes  
Amanda Hausman, Secretary Yes  
Jed Robbins, Board Trustee Yes  
Mark Schusky, President Yes  
Laura Gottschalk, Board Trustee Yes  
Cathy Kulupka, Board Trustee Yes

Motion carried, Yes - 6, No – 0.

- Lease negotiations with TheBANK of Edwardsville  
A working group was formed including Katie Heaton, Scott Penny, Jr., Jeanna Ryner and Mark Schusky.
- Juvenile Fines  
Motion was made by Jed Robbins to eliminate fines associated with juvenile items and was seconded by Cathy Kulupka.

A roll call vote was taken.

Nancy Gerstenecker, Treasurer Yes  
Amanda Hausman, Secretary Yes  
Jed Robbins, Board Trustee Yes  
Mark Schusky, President Yes  
Laura Gottschalk, Board Trustee Yes  
Cathy Kulupka, Board Trustee Yes

Motion carried, Yes - 6, No – 0.

- Military Leave  
June 6<sup>th</sup> and 7<sup>th</sup> were brought to the Board's attention as days that Jeanna Ryner would need military leave.  
In the future will discuss military leave policies for all staff.

Motion was made by Jed Robbins and seconded by Nancy Gerstenecker to approve full compensation for Jeanna Ryner for June 6<sup>th</sup> and June 7<sup>th</sup> 2019 for military leave days.

### **Adjournment**

Motion made by Cathy Kulupka and seconded by Jed Robbins, to adjourn.  
Motion carried unanimously by voice vote.  
Meeting adjourned at 10:52pm.