

**MINUTES of the MISSISSIPPI VALLEY LIBRARY DISTRICT  
PUBLIC HEARING- BUDGET & APPROPRIATION ORDINANCE 2020-02**

DATE: August 19, 2019  
TIME: 6:30 p.m.  
PLACE: Blum House, Collinsville, IL

**Call to Order**

Mark Schusky called the meeting to order 6:30.

**Roll call**

Trustees Present:

Scott Penny, Jr., Vice President  
Nancy Gerstenecker, Treasurer  
Amanda Hausman, Secretary  
Jed Robbins, Trustee  
Laura Gottschalk, Trustee  
Cathy Kulupka, Trustee  
Mark Schusky, President

Trustees Absent: None

Also present:

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

No public comment on reading of the budget and appropriation minutes 2020-02.  
Nancy Gerstenecker motioned to close public hearing, seconded by Scott Penny, Jr.  
Motion carried by unanimous voice vote at 6:35.

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

DATE: August 19, 2019  
TIME: 6:36 p.m.  
PLACE: Blum House, Collinsville, IL

**Roll call**

Trustees Present:

Scott Penny, Jr., Vice President  
Nancy Gerstenecker, Treasurer  
Amanda Hausman, Secretary  
Jed Robbins, Trustee  
Laura Gottschalk, Trustee  
Cathy Kulupka, Trustee

Mark Schusky, President

Trustees Absent: None

Also present:

Ms. Katie Heaton, Branch Manager, Fairmont City Library Center

Ms. Kyla Waltermire, Branch Manager, Collinsville Memorial Library Center

Ms. Jeanna Ryner, Executive Director

**Public Input-** none

**Friends of the Library-** none

### **Trustee comments**

Jed Robbins- Following the shooting in El Paso, passed a thank you to Katie for having such great working relations with the Fairmont police department and expressed pride of the populations we serve. It was also confirmed that staff has participated in active shooter training.

Laura Gottschalk- Noted that another library nearby rented out a Wi-Fi hotspot and wondered about feasibility of this option for our branches. MVLD has looked into it and it is not financially an option at this time. We have however considered looked into hosting Wi-Fi for local events.

Nancy Gerstenecker- Regarded to the group that the rummage sale was successful.

Cathy Kulupka- Recent author signing event was well attended, sorry that she was not able to attend. It was noted that now the library does 2 author signings a year. The next one is near Christmas. Cathy also mentioned that she is glad that there are no fines on juvenile items anymore.

Scott Penny, Jr.- School supplies are in high demand with the Back to School Carnival approaching at the Fairmont Library Center. The event is a little later this year. Katie commented on the timing of that event to make sure that the people that needed the supplies would have access to them. A New Song church sponsors this event and this was a weekend that worked well for everyone, even though school has already begun. NHS kids from the high school help man the games at that event which would also be difficult before school starts.

### **Consent Items**

Motion to approve the consent agenda items made by Amanda Hausman, seconded by Scott Penny, Jr. 6:46.

Noted that Feb 28<sup>th</sup> was a special meeting, not a closed meeting.

Approval of Minutes of Regular Board Meeting of July 15, 2019.

Opening of closed session minutes of: Feb. 10<sup>th</sup>, 2016; Feb. 11, 2016; Feb. 17, 2016; Feb. 20, 2016; Feb 25, 2016; March 2, 2016 and March 10, 2019.

Reviewed closed session minutes of June 19, 2017.

## **Administrative Reports**

Executive Director Jeanna Ryner gave her report and highlighted the following:

- Difficulty finding someone to fill the role of custodian position. Posted on website and on Indeed.
- Resignation of Michael was noted. His last day is next Friday. Management will discuss when or how this will be posted.

Center Manager Kyla Waltermire gave her report and highlighted the following:

- Assumed collapsed pipe was actually an inadequate French drain setup. Looking into appropriate permits required for necessary repairs.
- Summer reading program metrics and goals are being reviewed.

Center Manager Katie Heaton gave her report and highlighted the following:

- Feedback from Rob Schwartz VP of Bussey (previously The BANK of Edwardsville) \$14,500 per year, our offer was \$16,000. Katie is suggesting we propose a counter offer. Board suggested an offer of \$15,000 a year. Katie will tell Rob that we will ask for \$15,000 as our counter offer.
- The community garden is growing. The group is meeting every Wednesday. Not much has been harvested from the garden yet but people have been bringing in produce to share.

## **Finances**

Noted that window washing was surprisingly expensive by Cathy Kulupka.

## **Committee Reports**

None at this time.

Motion previously made to approve consent items carries at 7:05 by unanimous voice vote.

Went back to Public Input as Vice President of Caseyville Library Board Chris Bell and Director Ashley Stewart arrived to discuss an idea with the board.

- Was suggested to start a partnership with libraries and school district to maximize community impact and resource awareness.
- A special committee will be formed. Include Board members librarians, school administrators, etc. Aim is to share resources and cross-advertise.
- Other ideas: textbook collection, registration for classes, have libraries there so that people can get their library card at the same time, internet hotspots, drawers of school supplies, organized tutoring by teachers, early childhood development screenings, extended library hours during finals week, summer lunch program, books on buses, etc.
- Next steps- Ashley and Chris will be in touch but the idea was received with enthusiasm.

It was also mentioned that they have Junk in the Trunk, Silent Auction and a Book Fair coming up in October.

## **Unfinished Business**

Bylaws revision or Resolution for 20-01 Authorized signers needed (one or the other).

Change to bylaws will be affected as was reflected in the packet, Section 9.

Cathy Kulupka made the motion to change the bylaws and it was seconded by Scott Penny, Jr. at 7:25pm.

A roll call vote was taken:

Scott Penny, Jr., Vice President - Yes  
Nancy Gerstenecker, Treasurer- Yes  
Amanda Hausman, Secretary- Yes  
Jed Robbins, Trustee- Yes  
Laura Gottschalk, Trustee- Yes  
Cathy Kulupka, Trustee- Yes  
Mark Schusky, President - Yes

Yes-7, No-0, Abstained-0

Assigning board members to standing committees: Finance, Personnel, Fundraiser.

- Cathy has volunteered to be on the fundraising committee.
- Scott has volunteered to be on the fundraising and personnel committees.
- Amanda has volunteered to be on the personnel committee.
- Nancy has volunteered to be on the finance committee.
- Jed has volunteered to be on the personnel committee.
- Laura has volunteered to be on the finance committee.

Noted: if a committee is going to meet, let Jeanna know because the meeting must be posted.

### **New Business**

Online book sales

- Books that are donated may be kept for the collection, then staff will see if they can be sold online. Book buyback websites work well for this. Others would be put in Book Nook area. Some would be put downstairs for Friends of the Library to sell.
- Budget line for online book sale income was much lower than Jed had noted in the past for Online Book Sales.
- Better World Books has not been a great resource of funds for our donated books.
- Perhaps Friends of the Library could take over some of the online sales duties.

Parental Leave Policy

- Would like to see 2 weeks paid leave for new parents, either birthed, adopted, or fostered, etc.
- Option for 4 weeks at 50% pay was suggested for consideration as an alternative.
- Employees must be FT and work for the MVLD for 1 year.

Pledge of Allegiance

- Jed has suggested that we say the Pledge of Allegiance at the start of our library board meetings.
- We would require a travel flag.
- A bylaws change would be required.

Designating the MVLD Libraries as cooling/warming centers

- United Way approved as a cooling/warming center.
- Some other organizations require other criteria as a cooling/warming center that we do not meet.

Ordinance 20-02 Annual Budget & Appropriation Ordinance

- Library materials budget line should read \$77,300- typo pointed out by Laura Gottschalk.

Nancy Gerstenecker motioned to approve Ordinance 20-02 and Cathy Kulupka seconded at 7:59pm.

A roll call vote was taken:

Scott Penny, Jr., Vice President - Yes  
 Nancy Gerstenecker, Treasurer- Yes  
 Amanda Hausman, Secretary- Yes  
 Jed Robbins, Trustee- Yes  
 Laura Gottschalk, Trustee- Yes  
 Cathy Kulupka, Trustee- Yes  
 Mark Schusky, President - Yes

Yes-7, No-0, Abstained-0

Motion to approve Ordinance 20-03 was made by Amanda Hausman and seconded by Scott Penny, Jr. at 8:00pm.

A roll call vote was taken:

Scott Penny, Jr., Vice President - Yes  
 Nancy Gerstenecker, Treasurer- Yes  
 Amanda Hausman, Secretary- Yes  
 Jed Robbins, Trustee- Yes  
 Laura Gottschalk, Trustee- Yes  
 Cathy Kulupka, Trustee- Yes  
 Mark Schusky, President - Yes

Yes-7, No-0, Abstained-0

8:01

Military Leave

Friday September 6<sup>th</sup>, 19<sup>th</sup>, 20<sup>th</sup> has been requested by Jeanna Ryner for paid leave.

Scott Penny, Jr. made the motion to approve and Amanda Hausman seconded at 8:02pm.

A roll call vote was taken:

Scott Penny, Jr., Vice President - Yes  
 Nancy Gerstenecker, Treasurer- Yes  
 Amanda Hausman, Secretary- Yes  
 Jed Robbins, Trustee- Yes  
 Laura Gottschalk, Trustee- Yes  
 Cathy Kulupka, Trustee- Yes

Mark Schusky, President - Yes

Yes-7, No-0, Abstained-0

Motion passed at 8:02pm.

**Closed Session-** None

**Adjournment**

Motion to adjourn made by Scott Penny, Jr. and was seconded Nancy Gerstenecker. Passed by unanimous voice vote at 8:03pm.