

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

DATE: October 21, 2019
TIME: 6:30 p.m.
PLACE: Blum House, Collinsville, IL

Call to Order

Mark Schusky, President, called the meeting to order at 6:30pm.

Roll Call

Trustees present:

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

Trustees absent:

Jed Robbins, Trustee

Also present:

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

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

Pledge of Allegiance

Public Input – none

Friends of the Library – Pat McDermott reported that the recent book sale went well. Also mentioned that several attendees of the book fair commented that the Library was starting to look worn and needs minor repairs like paint, etc. She offered that the Friends of the Library would like to financially support minor repairs if approved by the Board. Kyla is gathering some basic quotes on costs of these maintenance projects to present to the Friends.

Trustee Comments – Scott Penny, Jr. attended the Lock-In at the Fairmont City Library Center recently, delivered pizza, participated in many fun activities and stayed through the event. He commented that the event was well run and well received by attendees.

Cathy- Looking forward to the Halloween Walk and was disappointed to have had to miss the Monster Mash.

Nancy- Has been working on going through minutes from when she first joined the Board. Reflected on the progress and development of the Fairmont City Library Center.

Laura- Asked for update on WiFi hotspots and rentable family passes for museums, Splash City, etc. We need an updated board photo in the library.

Consent Items

Motion to approve the Consent Agenda items made by Scott Penny, Jr. and seconded by Nancy Gerstenecker.

Minutes of the 9-16-19 Meeting

Minutes of the Closed Meeting of 5-20-19

Will approve and open these closed minutes.

Administrative Reports

-Report was provided in the packet by Executive Director, Jeanna Ryner.

-Report was given by Center Manager Kyla Waltermire.

Highlighted progress on CAVC projects to create a closet around A/C unit in computer lab and reinstallation of drywall in a closet on the lower level.

-Report was given by Center Manager Katie Heaton

Mentioned that at the Teentober event, there was an accidental and non-preventable injury of a young patron.

The hayride event was well attended by a large range of ages.

Busey Bank agreement has been retyped and some minor changes will be updated.

Land swap agreement was at a standstill at last Board meeting. A following meeting with the Galas family and conversations between the family and the Library's lawyers brought a small, previously unaccounted section of land to light. The family was eager to split the newly described piece evenly between the Library and the family. The land surveyor will redo the drawings. We are approaching the end of these negotiations.

An incident occurred where a patron stole property from another patron. The incident was recorded on the security cameras. Shortly after, an arrest was made quietly and calmly from the premises of the Fairmont City Library Center. This individual will no longer be welcome on FCLC grounds based on previous offenses that have since come to light. Katie will be drafting a Sex Offender policy for the MVLD. The Board expressed thanks to the FCPD and Scott Penny, Jr. and Sr. for their support of the community and the Library.

Kyla commented at this time that she will be sharing a list of resources with the Board for compliance with Per Capita grant application.

Finances- presented in the packet

Questions arose about:

Kavanagh- payment is for legal support

Bill from the IRS- for unemployment payment.

Multiple plumbing companies- best service was the reason for a second plumbing company.

Commented that finances are reporting ¼ of fiscal year is complete and the MVLD has received about ½ of its funding.

Committee Reports-

Fundraising Committee had their first meeting.

Katie reported that a Christmas event will be held the Saturday before Thanksgiving from 2-6pm as a collaboration with the Library, FC Fire Department, the Latino Roundtable, and the Village. The Police Athletic League will also be supporting this event.

Consent items passed by unanimous voice vote.

Unfinished Business

Military Leave Policy

In alignment with and a general summary of the federal and state laws regarding military leave.

Cathy made the motion to approve the Military Leave Policy as presented and was seconded by Scott Penny Jr.

A roll call vote was taken:

Amanda Hausman- Yes

Mark Schusky- Yes

Nancy Gerstenecker- Yes

Scott Penny, Jr.- Yes

Laura Gottschalk- Yes

Cathy Kulupka- Yes

Motion passed 6-Yes, 0-No, 0-Abstained, 1-Not Present.

New Business

Computer Use Policy

Kyla and Katie suggested revisions to the policy as presented, citing some concerns. Kyla and Katie will rewrite with Board's comments to discuss at next meeting.

Tuition Reimbursement Policy

Discussion lead to the Board's general guidance that part-time and full-time staff would be eligible for tuition reimbursement, per the discretion of the Executive Director.

An additional component was discussed that the employee would need to stay in the MVLD as an employee for 1 year following reimbursement or else reimburse the MVLD. Kyla will draft a revision to the policy to present at the next meeting.

Copier Lease Agreement

\$705 is the quote from our current provider, SumnerOne, as we are currently renegotiating.

\$595 another quote from a new, potential supplier, Americom.

Kyla suggested tabling this topic until she can get a quote on a copier replacement for the Children's Floor.

Closed Session – none

Adjournment

Motion made by Scott Penny, Jr and seconded by Cathy Kulupka.

Motion passed on unanimous voice vote.

Meeting adjourned at 7:45pm.