

SMITHTON PUBLIC LIBRARY DISTRICT
Board Meeting Minutes
August 20, 2016

The meeting was called to order by President Ron Mense at 7:03 p.m. with the following Board members present: Jackie Billings, Brett Clasquin, Ann Hart, Ron Mense, Donna Reifschneider, and Steve Jines. Board member Andie Lang was absent. Others present were Library Director, Jenna Dauer and Recording Secretary, Linda Hill.

2. Citizen Comment

There was no citizen comment at this time.

The following items on the agenda (Items 3-6) were approved as a whole by vote under a consent agenda:

3. Approval of Minutes

Minutes from the June 23, 2016, board meeting were reviewed.

4. Communications

The Director received a letter of resignation from Board Member, Andie Lang, and an email with Tools for Directors & Trustees.

5. Treasurer's report/Approval of bills

The August 2016 Treasurer's report was reviewed. The check registry to date was also reviewed.

6. The Librarian's report

The Library will be starting a Lapsit story time in September. The agreement with St. John the Baptist Catholic School has been signed. Details of the sewer repair were discussed. The Strategic Planning committee continues to work on its recommendations. The Director will perform a personal property inventory in September. New Patron cards have been ordered. The carpets were cleaned. The Director will be on vacation on the November Board meeting date. The Board will evaluate to see if business can be completed without a November meeting. A patron misconduct issue was discussed. The Director reported that The Turner Ladies' Association donated \$75 for the Summer Reading Program and more than \$100 in gift certificates were donated by local businesses. August Events included painting classes and Teacher Outreach (BookRun Program). Summer Reading and Library statistics and usages were reviewed along with materials circulation charts.

Motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Jackie Billings and seconded by Steve Jines. A roll call vote was taken:

Billings:	Aye
Clasquin:	Aye
Hart:	Aye
Jines:	Aye
Mense:	Aye
Reifschneider:	Aye

The motion was passed with 6 in favor and none opposed.

7. New Business

7.1 Ordinance 16-03: Budget and Appropriations Adoption

Motion to adopt Ordinance 16-03 *Annual Budget and Appropriation Ordinance for the Fiscal Year beginning the 1st Day of July, 2016 and ending the 30th Day of June 2017*, was made by Jackie Billings and seconded by Brett Clasquin.

A roll call vote was taken:

Billings: Aye
Clasquin: Aye
Hart: Aye
Jines: Aye
Mense: Aye
Reifschneider: Aye

The motion was passed with 6 in favor and none opposed.

7.2 Secretary's Audit

The audit procedure was explained by the Director and the form completed by Board President, Ron Mense, and Secretary, Steve Jines.

7.3 Updated *Illinois Freedom of Information Act* Notice Approval

Motion to approve the updated FOIA notice was made by Steve Jines and seconded by Ann Hart. The motion was passed with 6 in favor and none opposed.

7.4 Ordinance 16-04: *Building Maintenance Tax Levy* Adoption

Motion to adopt Ordinance 16-04 *An Ordinance to Levy and Assess a Tax for Smithton Public Library District of the County of St. Clair, State of Illinois for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017* was made by Jackie Billings and seconded by Brett Clasquin.

A roll call vote was taken:

Billings: Aye
Clasquin: Aye
Hart: Aye
Jines: Aye
Mense: Aye
Reifschneider: Aye

The motion was passed with 6 in favor and none opposed.

7.5 Discussion regarding purchasing fenced-in area now owned by Smithton Lumber

The Board discussed an offer to purchase an area adjacent to the Library owned by Smithton Lumber. A decision was made not to purchase this land at this time.

8. Board Concerns

Board Member, Brett Clasquin, asked the Board if his son, Nathan, could rebuild the Library seating area outside as a service project for Boy Scouts. Brett explained his proposed construction plans and that he would oversee the work.

Motion to purchase and supply necessary materials for Nathan Clasquin to rebuild the outdoor seating was made by Jackie Billings and was seconded by Ann Hart.

The motion was passed with 6 in favor and none opposed.

The Statements of Receipts, Revenues, Disbursements, and Expenditures was signed and will be posted in the Freeburg Tribune.

9. Adjournment

Motion to adjourn was made by Jackie Billings and seconded by Ann Hart. The motion was passed with 6 in favor and none opposed and the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Linda Hill
Recording Secretary