

SMITHTON PUBLIC LIBRARY DISTRICT
Board Meeting Minutes
October 20, 2016

The meeting was called to order by President Ron Mense at 7:04 p.m. with the following Board members present: Jackie Billings, Brett Clasquin, Ron Mense, Donna Reifschneider, and Steve Jines. Board member Ann Hart was absent. Others present were Library Director, Jenna Dauer, Recording Secretary, Linda Hill, and Citizen, Jennifer Winkeler.

2. Citizen Comment

Jennifer Winkeler was present to help in the discussion of the Strategic Plan Committee, of which she was a member.

7.4 Strategic Plan Presentation & Approval

(At the discretion of Board President, Ron Mense, this item was moved to this point in the agenda.)

Board member and Strategic Plan Committee Member, Donna Reifschneider, presented and explained the findings of the Strategic Plan Committee.

Motion to adopt the Strategic Plan to be in effect from 2016 – 2020 was made by Donna Reifschneider and seconded by Steve Jines. A vote was taken and the motion was passed with 5 in favor and none opposed.

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 September 16th, 2016, board meeting were reviewed.

4. Communications

No communications were received.

5. Treasurer's report/Approval of bills

The corrected July Treasurer's report and the September Treasurer's report were reviewed. The check registry to date was reviewed. The Director presented and explained the last St. Clair County settlement numbers.

6. The Librarian's Report

Lapsit story times have begun. The hiring process has begun for the new Circulation position. Update to the Women's restroom is in progress. A library inventory is in progress. The Worker's Comp Audit has been submitted. The 2016 Summer Reading Expense Report was reviewed. October events included a Genealogy class and a Fall Festival. November and December events will include a FOTL book sale, a Thanksgiving story time, a Budgeting/Investing presentation by Edward Jones and a Christmas event. The Statistics and Library Usage Table was reviewed.

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

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

The motion was passed with 5 in favor and none opposed.

7. New Business

7.1 FY2016 (2015/2016) Annual Financial Report Approval

Motion to adopt the FY2016 Annual Financial Report was made by Donna Reifschneider and seconded by Jackie Billings.

The motion was passed with 5 in favor and none opposed.

7.2 Resolution 16-02: *A Resolution to Comply with the Government Travel Expense Control Act*

A motion to adopt Resolution 16-02, *A Resolution to Comply with the Government Travel Expense Control Act* was made by Jackie Billings and seconded by Donna Reifschneider. A vote was taken and the motion was passed with 5 in favor and none opposed.

7.3 Ordinance 16-05: Tax Levy Adoption

Motion to adopt ordinance No. 16-05: *Ordinance Levying and Assessing Property Tax for Smithton Public Library District of the County of St. Clair, State of Illinois for the Fiscal Year Beginning the 1st day of July, 2016 and ending the 30th Day of June, 2017* was made by Brett Clasquin and seconded by Steve Jines. The motion was passed with 5 in favor and none opposed.

7.4 Strategic Plan Presentation & Approval (moved to earlier in the Agenda—see above)

8. Board Concerns

Board Member Brett Clasquin gave an update on Nathan Clasquin's Boy Scout project to replace the Library outdoor seating area. The estimated cost is \$210, plus possibly the cost of fasteners or brackets.

Director Dauer asked to reschedule November Board member for Thursday, November 10th. This changed meeting time will be advertised in the local paper.

A motion to change the November Board meeting day from November 17th, at 7 pm, to November 10th, at 7 pm, was made by Jackie Billings and seconded by Brett Clasquin. A vote was taken and the motion was passed with 5 in favor and none opposed.

9. Adjournment

Motion to adjourn was made by Donna Reifschneider and seconded by Jackie Billings. The motion was passed with 5 in favor and none opposed and the meeting was adjourned at 8:24 p.m.

Respectfully submitted,

Linda Hill
Recording Secretary