

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

October 18, 2018

1. Call to Order/Roll Call

The meeting was called to order by President, Ron Mense, at 7:01 p.m. with the following Board Members present: Jackie Billings, Julie Crosby, Tony Gilbreth, Steve Jines, and Ron Mense. Board Members Brett Clasquin and Ann Hart were 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 September 20th, 2018 board meeting were reviewed.

4. Communications

The Library sent a "Thank You" to the Village for letting the District put up the Story Walk signs in the Village Park. A letter was received from the Stonegate Homeowners' Association inviting the Library to participate as a vendor at their block party celebration. Information on an Ameren lighting rebate program was received.

5. Treasurer's Report/Approval of bills

The September 2018 Treasurer's Report was reviewed. The check registry to date was also reviewed. The Board reviewed the quarterly financial report and St. Clair County Settlement Sheet.

6. The Librarian's Report

The Librarian's Report was read and discussed by the Board. Past and future events were enumerated. Statistics and Library Use Snapshot figures were reviewed.

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

Billings:	Aye
Crosby:	Aye
Clasquin:	Absent
Gilbreth:	Aye
Hart:	Absent
Jines:	Aye
Mense:	Aye

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

7. New Business

7.1 Ordinance 18-05: Tax Levy Adoption

The Director explained the 2018 Tax Levy Worksheet.

A motion to adopt Ordinance 18-05 *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, 2018 and ending the 30th Day of June, 2019* was made by Steve Jines and seconded by Julie Crosby.

A roll call vote was taken:

Billings:	Aye
Crosby:	Aye
Clasquin:	Absent
Gilbreth:	Aye
Hart:	Absent
Jines:	Aye
Mense:	Aye

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

7.2 Discussion and Approval of the Completion of a Compilation Report/Annual Financial Report or just an Annual Financial Report

A motion to complete an Annual Financial Report only was made by Tony Gilbreth and seconded by Jackie Billings.

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

7.3 FY19 Per Capita Grant Requirement – Trustee Facts File: Chapter 10 (*Budgeting and Financial Management*) Discussion

The Director highlighted the main points of the pertinent chapter.

8. Board Concerns

Board members addressed questions about election paperwork. There was a brief discussion about the advisability of installing power-assist entrance doors to make the Library more handicapped accessible. The Director will seek more information/price quotes. This item will be put on the November agenda.

9. Adjournment

Motion to adjourn was made by Jackie Billings and seconded by Steve Jines.

The motion was passed with 5 in favor and none opposed and the meeting was adjourned at 8:06 pm.

Respectfully submitted,

Linda Hill, Recording Secretary