

MINUTES
WOOD RIVER PUBLIC LIBRARY BOARD OF TRUSTEES

DATE: January 19, 2017
TIME: 6:00 PM
PLACE: Wood River Public Library

I. Call to Order / Roll Call / Pledge of Allegiance

Dawn Evans, President, called the meeting to order at 6:19 PM.

Members present:

Nick Aguinaga
Rhonda Breslin
Dawn Evans
Tracy Kennett
Cathi Stalcup

Members absent:

Phil Crause
Scott Miner
Curtis Rainwater
Karen Weber

Others present:

Kate Kite, Library Director
Mayor Frank Akers-City Council Ex-Officio

A quorum was established.

The Pledge of Allegiance was recited.

II. Approval of Minutes

December 15, 2016 Regular Meeting

January 12, 2017 Personnel Committee Meeting

Motion made by Tracy Kennett and seconded by Cathi Stalcup to approve the minutes as amended.

A vote was taken. All ayes. Motion carried.

III. Correspondence / Communications / Public Comment

- The Library received a thank you letter from the Red Cross for hosting a blood drive. The goal was to have 15 people come and they had 25.
- Kate read her resignation letter to the board, stating that her last day would be February 17, 2017.

IV. Officers' Reports Presented

Treasurer's report-Tracy gave a brief overview of the bank account balances.

V. Committee Reports

A Building and Grounds committee meeting will be set for January 26, 2017.

VI. Financial Matters

A. Approval of the January expenditure list

Motion made by Rhonda Breslin and seconded by Cathi Stalcup to approve the expenditure list and hold the Geissler check pending approval from Jason from Hurst-Roche.

A roll call vote was taken. All ayes. Motion carried.

B. December 16/17 Financial Statements

VII. Library Director's Report

- The E-Rate reimbursement came in for 3107.47.
- The Library purchased magnets for their cars for when they have programs at a different location.
- They also purchased business card magnets with the Libraries general information on them. Jennifer and Lindsey are creating welcome folders for new patrons. They will contain the magnet and some rules and policies of the library.
- Kate spoke to Jason from Hurst-Roche because she noticed some ceiling tiles were recently damaged.

VIII. CONSIDER RECESS TO HOLD A CLOSED SESSION TO DISCUSS MATTERS PERTAINING TO PERSONNEL (5 ILCS 120/2 (C)(1)).

A motion was made by Nick Aguinaga and seconded by Rhonda Breslin

A roll call vote was taken. All ayes. Motion carried.

RECESS TO A CLOSED SESSION TO DISCUSS MATTERS

PERTAINING TO PERSONNEL (5 ILCS 120/2 (C)(1)) AT 6:42 PM

RECONVENE TO OPEN MEETING AT 6:46 PM

IX. Unfinished Business

A. Approve Government Travel Expense Control Act Resolution

A motion was made by Rhonda Breslin and seconded by Tracy Kennett to approve the policy as written.

A roll call vote was taken. All ayes. Motion carried.

X. NEW BUSINESS

A. Approve Amendment to "Residency" in Personnel Policy, as Recommended by the Personnel Committee

Motion made by Cathi Stalcup and seconded by Rhonda Breslin to approve the policy as written.

A vote was taken. All ayes. Motion carried.

B. **Approve Job Description and Job Posting for Library Director, as Recommended by the Personnel Committee**

Motion made by Cathi Stalcup and seconded by Rhonda Breslin.

A vote was taken. All ayes. Motion carried.

XI. **ADJOURNMENT**

Motion made by Nick Aguinaga and seconded by Tracy Kennett.

A vote was taken. All ayes. Motion carried.

ADJOURN THE MEETING AT 7:04 PM.

Approved at the regular meeting of the Board of Trustees, February 16, 2017.