Freeburg Area Library District Board of Trustees Meeting

July 26, 2016

Regular Board Meeting called to order at 7 p.m. by President Vicki Helms.

Roll Call; Dora Becker \_Absent\_, Tracey Drennen-Alexander \_Absent\_\_, Terry Groth \_P\_. Vicki Helms \_P\_, Heather Humphries \_P\_, Ron Stellhorn \_P\_, Holly Zipfel \_P\_\_.

\_\_5\_\_ Present.\_\_2\_\_ Absent. Director Kristin Green was present

**Recognition of Visitors and Comments from the Public.** None

**Minutes from June 28, 2016 were reviewed.**

Motion made by Terry Groth to accept the June 28, 2016 minutes as presented, Seconded by Heather Humphries. Vote; \_\_5\_\_Ayes, \_0\_\_ Nays, Absent\_\_2\_\_. Motion carried.

**Treasurer’s Report:** The report was reviewed with no additions or corrections. Placed on file for audit.

**Monthly Bills:** Motion by Terry Groth to approve the payment of all bills as presented, Seconded by Heather Humphries. Roll Call: Dora Becker \_Absent\_ , Tracey Drennen-Alexander \_Absent\_, Terry Groth\_\_A\_, Vicki Helms\_\_A\_\_\_ , Heather Humphries \_\_A\_\_, Ron Stellhorn \_\_A\_\_\_\_, Holly Zipfel \_\_A\_\_ . \_\_5\_\_Ayes, \_\_0\_\_Nays, Absent\_\_2\_\_\_ Motion Carried.

**Director’s and Youth Services Reports:**  Director’s report by Director Kristin Green. Accepted as presented. See attached Director’s report

**Youth Services Report:** See attached written report by Karen Voelker, Youth Services Coordinator. Accepted as presented

**Correspondence:**

 1. Thank You Note from Michael and Karen Morgan. The Morgans are members of the Goldwing Road Riders Association and they were thanking the library for the use of the Media Center for training purposes on July 17, 2016.

 2. Cross-Connection Control Water Survey received from Village of Freeburg.

**Unfinished Business:** None

**New Business:**

**1. Assignment of two board members by Board President, Vicki Helms, to review the minutes for the fiscal year 2016 for the Illinois Library Annual Report:**

 Dora Becker and Heather Humphries were appointed**.**

**2. Working Budget FY2016-2017 (See Attached Hand Out)**

 Motion made by Terry Groth to accept Working Budget FY2016-2017 as presented. Seconded by Heather Humphries Roll Call; Dora Becker \_Absent\_\_, Tracey Drennen-Alexander \_Absent\_, Terry Groth \_A\_. Vicki Helms \_A\_, Heather Humphries A, Ron Stellhorn \_A\_, Holly Zipfel \_A\_\_.

 \_\_5\_\_ Ayes. \_\_0\_\_\_ Nays\_\_2\_\_ Absent. Motion carried

**3. Review Statement of Receipts and Disbursements: (See attached hand outs).**

Motion by Terry Groth to accept as presented. Seconded Heather Humphries. Roll Call; Dora Becker Absent, Tracey Drennen-Alexander Absent, Terry Groth \_A\_. Vicki Helms \_A\_, Heather Humphries \_\_A\_, Ron Stellhorn \_A\_, Holly Zipfel \_A\_\_. \_\_5\_\_Ayes\_\_0\_\_ Nays. \_\_\_2\_\_Absent. Motion Carried

**4. Ordinance 2016-2, Equipment & Building Tax Levy**

 **Ordinance 2016-3, Conduct of Patrons**

 **Ordinance 2015-4, Confidentiality of Records**

 **Ordinance 2016-5, Lost, Damaged, and Overdue Items**

 **Ordinance 2016-6, Meeting Date Ordinance**

 **See Attached Policies**

Motion made by Terry Groth to pass Ordinance 2016-2 through Ordinance

2016-6 by Title only. Seconded by Heather Humphries Roll Call; Dora Becker Absent, Tracey Drennen-Alexander Absent, Terry Groth \_A\_. Vicki Helms \_A\_, Heather Humphries \_\_A\_, Ron Stellhorn \_A\_, Holly Zipfel \_A\_\_. \_\_5\_\_Ayes\_\_0\_\_ Nays. \_\_\_2\_\_Absent. Motion Carried

**Ordinance 2016-7, President appoints Ethics Advisor (Ethics Act, Article 15, p.7)**

 President, Vicki Helms, appointed Kristin Green as Ethics Advisor. Motion made by Terry Groth to accept the appointment of Kristin Green as Ethics Advisor. Seconded by Heather Humphries. Vote; \_\_5\_\_Ayes, \_0\_\_ Nays, Absent\_\_2\_\_. Motion carried.

**5. Policy: Investment Policy( See Attached Policy)**

 Motion made by Terry Groth to accept Investment Policy as presented. Seconded by Heather Humphries Roll Call: Dora Becker Absent, Tracey Drennen-Alexander Absent, Terry Groth \_A\_. Vicki Helms \_A\_, Heather Humphries \_\_A\_, Ron Stellhorn \_A\_, Holly Zipfel \_A\_\_. \_\_5\_\_Ayes\_\_0\_\_ Nays. \_\_\_2\_\_Absent. Motion Carried

**6. Policy: Freedom of Information Act/President appoints FOIA/OMA Officers**

 **(See Attached Hand Out)**

President, Vicki Helms appointed Kristin Green and Candace Hancock as FOIA/

OMA Officers. Motion by Terry Groth to accept the appointments of Kristin Greenand Candace Hancock as FOIA/OMA Officers. Seconded by Heather Humphries.Vote: \_\_5\_\_Ayes, \_0\_\_ Nays, Absent\_\_2\_\_. Motion carried.

**7. Board Questions or Concerns:** None

**Next Board Meeting August 23, 2016**

Ron Stellhorn moved to adjourn the meeting at 7:40 p.m. Seconded by Heather Humphries. Vote: \_\_5\_\_Ayes\_\_\_0\_ Nays. \_\_\_2\_\_Absent. Motion Carried.

Respectfully submitted,

Hollace “Holly” Zipfel

Secretary

Trustee Training Academy Video: “Evaluating the Library Director” was presented by Kristin Green, Library Director ; Those in attendance were Terry Groth, Heather Humphries,Vicki Helms, Ron Stellhorn, and Holly Zipfel. Dora Becker and Tracey Drennen-Alexander absent.