**Freeburg Area Library District Board of Trustees Meeting**

**July 24, 2018 @ 7:00 p.m.**

**Regular Board Meeting** called to order at 6:58  pm by Tracey Drennen-Alexander.

**Roll Call**:  Dora Becker - P, Toni Beisiegel - P, Tracey Drennen-Alexander - P, Gina Heiligenstein  - P P, Heather Humphries - P, Ron Stellhorn - P, Holly Zipfel - P. Present - 7, Absent - 0. Director Kristin Green - Present.

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

**Minutes from June 26, 2018, were reviewed**

         Motion made by Holly Zipfel to accept the June  26, 2018 minutes as presented, seconded by Toni Beisiegel.   Vote: \_7\_Ayes, \_0\_Nays, \_0\_Absent. Motion carried.

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

**Monthly Bills**: Motion made by Dora Becker to approve the payment of all the bills totaling   $16,771.14, seconded by Holly Zipfel. Roll Call: Dora Becker P, Toni Beisiegel - P, Tracey Drennen-Alexander - P, Gina Heiligenstein - P, Heather Humphries - P, Ron Stellhorn  - P, Holly Zipfel- P. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

**Director’s Report**:  Report by Director Kristin Green. See attached Director’s report.

**Youth Services Report:** Report by Karen Voelker, Youth Services Coordinator, accepted as submitted. See the attached Youth Services Coordinator’s Report.

**Correspondence**:  None

**Unfinished Business:** None

**New Business**:

**1.   Board President needs to assign two board members to review the minutes from the fiscal year for the Illinois Public Library Annual Report.**

Tracey Drennen-Alexander accepted Heather Humphries and Ron Stellhorn as volunteers and assigned them to review the minutes from the fiscal year of 2017  for the Illinois Public Library Annual Report.

 **2.** **Review Statement of Receipts and Disbursements**

 Motion made by Holly Zipfel to accept the publishing of the **Statement of Receipts/Revenues/disbursements/Expenditures and Summary Statement of Operations for All Funds and Account Groups for the Fiscal Year ending June 2018**, and seconded by Heather Humphries.  Roll Call: Dora Becker P, Toni Beisiegel - P, Tracey Drennen-Alexander - P, Gina Heiligenstein - P, Heather Humphries - P, Ron Stellhorn  - P, Holly Zipfel- P. Dora Becker P, Toni Beisiegel - P, Tracey Drennen-Alexander - P, Gina Heiligenstein - P, Heather Humphries - P, Ron Stellhorn  - P, Holly Zipfel- P. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

**3. Ordinance 2018-2, Equipment and Building Tax Levy**

 Motion made by Dora Becker to read by title only and final passage of **Ordinance 2018-2, An Ordinance to Levy and Assess a Tax for Freeburg Area Library District of the County of St. Clair, State of Illinois for the Fiscal Year Beginning July 1, 2018 and Ending June 30, 2019**. Seconded by Holly Zipfel. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

**4. Ordinance 2018-3, Conduct of Patrons**

Motion made by Dora Becker to read by title only and final passage of **Ordinance 2018-3, Pertaining to the Conduct of the Patrons for the Freeburg Area Library District of the County of St. Clair, State of Illinois**. Seconded by Holly Zipfel. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

**5. Ordinance 2018-4, Confidentiality of Records**

 Motion made by Dora Becker to read by title only and final passage of **Ordinance 2018-4, Ordinance Pertaining to the Confidentialit of Records for the Freeburg Area Library District of the County of St. Clair, State of Illinois**. Seconded by Holly Zipfel. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

**6. Ordinance 2018-5, Lost, Damaged, and Overdue Items**

Motion made by Dora Becker to read by title only and final passage of **Ordinance 2018-5, Ordinance Pertaining to Lost, Damaged, and Overdue Books for the Freeburg Area Library District of the County of St. Clair, State of Illinois**. Seconded by Holly Zipfel. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

**7. Ordinance 2018-6. Meeting Date Ordinance**

Motion made by Dora Becker to read by title only and final passage of **Ordinance 2018-6, Dates of Regular Meetings of the Freeburg Area Library District Board**. Seconded by Holly Zipfel. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

**8. Ordinance 2018-7, President appoint Ethics Advisor (Ethics Act, Article 15, p. 7)**

Motion made by Dora Becker to read by title only and final passage of **Ordinance 2018-7, The State Officials and Employees Ethics Act, An Ordinance Implementing the Provisions of the State Officials and Employees Ethics Act (5ILCS 430/1-1 ET. Seq.)**. Seconded by Holly Zipfel. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

Motion made by Holly Zipfel to accept Board President Tracey Drennen-Alexander’s recommendation of Kristin Green and Candance Handcock as the Ethics Advisors on said date of July 24, 2018. Motion seconded by Dora Becker. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

**9. Policy: Investment Policy**

Motion made by Holly Zipfel to accept by title only the **Investment of Public Funds Policy for the Freeburg Area Libary District, County of the St. Clair and State of Illinois**. Seconded by Heather Humphries. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

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

Motion made by Holly Zipfel to accept by title only the **Illinois Freedom of Information Act Policy**. Seconded by Heather Humphries. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

 Motion made by Holly Zipfel to accept the Board President's appointment of Kristin Green as the FOIA/OMA officer for the 2018-2019 Fiscal Year. Seconded by Heather Humphries. Vote: \_7\_Ayes, \_0\_Nays, \_0\_ Absent. Motion carried.

**11. Board Questions or Concerns:**

Question concerning the links of the Freeburg Tribune currently found on the Freeburg Area Library District’s Website and if issues of 2013- to the present will be added soon.

 **Adjournment** - Gina Heiligenstein moved to adjourn the meeting at p7:50 m, seconded by Holly Zipfel.  Vote: 7 -Ayes, 0 - Nays, 0 - Absent. Motion carried.