



## THREE RIVERS PUBLIC LIBRARY DISTRICT Channahon & Minooka IL

### BOARD MEETING MINUTES October 13, 2009

The October meeting of the Board of Library Trustees was held on Wednesday October 13, 2009 in the boardroom of the Branch Library at 109 N Wabena St., Minooka IL. The meeting was called to order at 6 P.M. by President Satorius and a quorum was established.

Call to order: Trustees present were: Chesson, Ferguson, L. Hoffman, M. Hoffman, Kimble, Riddle and Satorius. Also present was Executive Director Soucie and Branch Director Kinder.

Audit report: Auditor Joe Martin presented the audit of FY09. Trustee Ferguson moved, seconded by Kimble, to approve the audit. Motion carried by voice vote with 7 yes votes.

Public Comments: None

Review and Approval of minutes: The minutes were approved as presented.

Treasurer's Report: Trustee Ferguson moved, seconded by Trustee M. Hoffman, to approve the bills in the amount of \$32,749.16. Motion carried by voice vote with 7 yes votes.

Staff Reports: Executive Director Soucie submitted a written report. Branch Director Kinder handed a written report out at the meeting.

Attorney/Committee Reports: None

#### Old Business:

- a. Abatement agreement- The Grundy Economic Development Council asked the Board to reconsider supporting the abatement request discussed at the September Board meeting. Although a formal vote cannot be taken until November, the Board did indicate they would support the request.

#### New Business:

- a. Ordinance 2009-ORD 5- Trustee Kimble moved, second by Trustee Ferguson, moved to adopt Ordinance 2009-ORD 5. Motion carried by voice with 7 yes votes.
- b. Policy Adoption- Trustee L. Hoffman moved, second by Trustee Chesson, to approve the Patron Confidentiality Policy as presented. Motion carried by voice vote with 7 yes votes. Trustee Ferguson moved, second by

- Trustee Chesson, to accept the Personnel Policy as presented. Motion carried by voice vote with 7 yes votes.
- c. Organizational Cards- Director Soucie presented an idea to begin offering organizational cards to the school. This would allow teachers within the library's district to check materials out with an automatic extended checkout period and a waiving of fines. The Board supported the idea and Director Soucie will proceed with the schools.
  - d. Executive Session to Discuss Personnel ILCS 120/2c1- Trustee Ferguson moved, second by Trustee L. Hoffman, to go into Executive Session at 6:55 P.M. to discuss "the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity" ILCS 120/2c1. Motion carried by voice vote with 7 yes votes. Trustee Ferguson moved, second by Trustee L. Hoffman, to go out of Executive Session at 7:15 P.M. and return to open session. Motion carried by voice vote with 7 yes votes. Trustee Kimble moved, second by Trustee Riddle, to offer the position of Assistant Director to Candidate Mills. Motion carried by voice vote with 7 yes votes.
  - e. Staffing- A discussion was held about a shared staffing position for an employee and also about a specific employee telecommuting from home. The Board felt that both matters fall under the jurisdiction of the Library Director and do not need Board approval.
  - f. Resolution 2009-RES2 IMRF Authorized Agent- Trustee Kimble moved, second by Trustee L. Hoffman, to adopt 2009 RE 2 appointing Director Soucie as the IMRF Authorized Agent. Motion carried by voice vote with 7 yes votes.
  - g. Rental Property- Director Soucie provided an update on the rental property. The Board will begin looking at other options for use of the house rather than renting it again, if the current tenants move out as expected.
  - h. Bookkeeping Service- Trustee Kimble moved, second by Trustee Ferguson, to accept the proposal from Bill Crawford to provide bookkeeping services for the library upon the retirement of the current bookkeeper. Motion carried by voice vote with 7 yes votes.

Adjournment: Trustee L. Hoffman moved, seconded by Trustee Chesson to adjourn at 7:20. Motion carried with 7 yes votes.

Respectfully submitted,

Ivan Kimble, Secretary  
Board of Library Trustees  
Three Rivers Public Library District