

**Glen Carbon Centennial Library District
Board Meeting Minutes
Tuesday October 15, 2019 at 7:00 p.m.
Conference Room**

Call to Order: 7:00 p.m.

Roll Call: Kathy Dortch, Robert Hormell, David Klingensmith, Kevin Tellor, David Boduch, and Carrie Smith.

Recognition of visitors – Marcella Starck, Kevin Teppen (audit)

Christine Gerrish (Director)

Consent Agenda:

- Motion to approve the identified documents contained within the consent agenda made by Robert Hormell and seconded by David Boduch. Motion carried unanimously.

Communications – Illinois Suburban Journal notes on events, Intelligencer articles, both printed and online on upcoming programs and review of GCLD accomplishments for the year.

Treasurer's Report – David Boduch

- Motion to approve the September 2019 Financials of \$41,786.97 made by Robert Hormell and seconded by Kevin Tellor. Roll Call: Kathy Dortch, Carrie Smith, David Boduch, David Klingensmith, Kevin Tellor and Robert Hormell. Motion carried unanimously.
- Motion to approve the September 2019 transfers of Social Security = \$1,673.52, IMRF = \$1,619.06, Building = \$2,127.83, Insurance = \$1,441.64, and Audit = \$0; Social Security \$473.15 (August 2019), \$315.14 (July 2019) made by Robert Hormell and seconded by Kevin Tellor. Roll Call: Kathy Dortch, Carrie Smith, David Klingensmith, David Boduch, Kevin Tellor and Robert Hormell. Motion carried unanimously.

Finance Committee – David Boduch

- No report

Personnel Committee –

- Reviewed and modified Youth Services Director, Librarian, and Assistant job descriptions
- Kevin Tellor accepted membership of this committee

Building Committee – David Klingensmith

- Mentioned window issue and the HVAC system replacement probably needing to bid out

Strategic Planning Committee – Carrie Smith

- Received feedback from David Boduch and Magi Henderson. Next step is to construct

Unfinished Business –

- Discussed Staff Retention Analysis reports

New Business –

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- Motion to approve the submitted Youth Director, Librarian, and Assistant Job Descriptions made by Robert Hormell and seconded by David Boduch. Motion carried unanimously.
- Reviewed Trustee Facts File Chapter 13 – Public Relations
- Reviewed Trustee Facts File Chapter 14 – Continuing Education
- Motion to approve the 19-5 Tax Levy made by Robert Hormell and seconded by David Klingensmith. Roll Call: Kathy Dortch, Robert Hormell, David Klingensmith, Kevin Tellor, David Boduch, and Carrie Smith. Motion carried unanimously.
- Annexation letter discussed, modified and will be sent to our attorney for final review.
- Motion to close Library for Staff Development Day, January 3, 2020 made by David Boduch and seconded by Carrie Smith. Motion approved unanimously.
- Motion to go into closed session at 8:30pm made by Robert Hormell and seconded by Kevin Tellor. Motion approved unanimously. Came out of closed session at 9:20pm.

Topics for Future Discussion

- Landscape issues – talked with Village contact on shrubs around the building but no suggestions at this point in time

Adjournment –

Motion to adjourn the meeting at 9:22 p.m. made by Kevin Tellor and seconded by Robert Hormell. Motion carried unanimously.

Date for next Regular Meeting – November 19, 2019