

**Glen Carbon Centennial Library District  
Board Meeting Minutes  
Tuesday, May 23, 2023 at 6:00 p.m.  
Glen Carbon Centennial Library Community Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

Call to Order: 6:01

Decennial Committee Meeting

- Start: 6:05
- Roll Call: Kathy Dortch, Ashley Walden, David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith, Kevin Tellor, Carrie Smith
- Meeting 2- November 2023
- Meeting 3- May 2024
- Adjournment- 6:24 p.m.

Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith, Kevin Tellor, Carrie Smith

Absent with Notice:

Visitors:

Christine Gerrish (Director)

Consent Agenda:

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

Communications – FOIA request. Postings about library events in Bel

Treasurer’s Report – David Boduch

- Motion to approve the April, 2023 financials of (43,067.96) made by David Boduch and seconded by Jackie Day. Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith, Kevin Tellor, Carrie Smith. Motion carried unanimously.
- Motion to approve the April, 2023 transfers of Social Security= \$2,038.74, IMRF = \$1,405.47, Building = \$2,412.96, Insurance = \$1,367.32, and Audit = \$0 made by David Boduch and seconded by Carla Elliff. Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith, Kevin Tellor, Carrie Smith. Motion carried unanimously.

Finance Committee – David Boduch

- Update on upcoming activities of the finance committee

#### Personnel Committee – Cody Jeter

- Update on Director’s Evaluation and Salary for 2023-2024
  - Motion to go into closed session at 6:45pm made by Cody Jeter and seconded by David Boduch. Motion carried unanimously.
  - Motion to exit closed session at 7:16 made by Cody Jeter and seconded by Kevin Tellor. Motion carried unanimously.
  - Motion to approve a 6% raise for Library Director in the FY 2023-24 Personnel Budget made by Cody Jeter and seconded by Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith, Kevin Tellor, Carrie Smith. Motion carried unanimously.

#### Building Committee – David Klingensmith

- Discussion of two bid documents for carpeting project.

#### Unfinished Business –

- FY 2023-24 Operations Budget
  - Motion to approve FY 2023-24 Operations Budget in amount of \$829,130 made by David Boduch and seconded by Jackie Day. Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith, Kevin Tellor, Carrie Smith. Motion carried unanimously.
- Teen Study Room Mural Wall A Design
  - Motion to approve Wall A of teen study room mural made by David Boduch and seconded by Carla Elliff. Motion carried unanimously.

#### New Business –

- Possibly Close Library on April 8, 2024 due to low staffing
- Add Edwardsville Museum Pass to Loan Policy
  - Motion to add Edwardsville Museum Pass and hot spots to the Express Shelf portion of the Loan Policy made by David Klingensmith and seconded Jackie Day. Motion carried unanimously.
- Nonresident Fee for FY 2023-24
  - Motion to approve 0.1681 nonresident fee for FY 2023-24 made by David Boduch and seconded by Carla Elliff Roll Call: David Boduch, Jackie Day, Carla Elliff, Cody Jeter, David Klingensmith, Kevin Tellor, Carrie Smith. Motion carried unanimously.

#### Topics for Future Discussion

- FY 2023-24 Personnel Budget
- Discussion of adding a potential administrative assistant to the FY 2023-24 personnel budget.

#### Adjournment –

Motion to adjourn the meeting at 7:54pm. Motion made by Kevin Tellor and seconded by Carla Elliff. Motion carried unanimously.

Date for next Regular Meeting – June 27, 2023

**Glen Carbon Centennial Library District  
Board Meeting Minutes  
Tuesday, May 30, 2023 at 6:00 p.m.  
Glen Carbon Centennial Library Community Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

- I. Call to Order and Roll Call – David Klingensmith, Carrie Smith, Jacqueline Day, Carla Elliff, Kevin Tellor
- II. Recognition of Visitors and Public Comment – Christine Gerrish (Library Director), Jaime Henderson (Architect)
- III. Review and Approve bids for Flooring Replacement – The library received two bids for the flooring replacement project. The low bidder was Tiles in Style with a bid of \$114,090.69 and the other bidder was Gould Flooring Services for \$117,800.00. Since Tiles in Style quoted testing the moisture in the concrete at \$1500.00 per test, and since the testing was not in the bid package, SCI Engineering, a third party, would be able to do all of the testing for \$3000. Due to flooring space, we will require 10-18 tests.
  - Motion by David Klingensmith, second by Carla Elliff - to approve Tiles in Style's bid for \$114,090.69 subject to the condition that they accept testing done by SCI Engineering. Roll Call: Yes - David Klingensmith, Carrie Smith, Jacqueline Day, Carla Elliff, Kevin Tellor; No – None.
  - Motion by Kevin Tellor, second by Jacqueline Day to approve testing by SCI Engineering for up to \$3000. Roll Call: Yes - David Klingensmith, Carrie Smith, Jacqueline Day, Carla Elliff, Kevin Tellor; No – None.
- IV. Adjournment – Motion made by Kevin Tellor, seconded by Jacqueline Day, passed unanimously  
Date for next Regular Meeting – June 27, 2023