

**Glen Carbon Centennial Library District  
Special Meeting for Building Insurance Minutes  
Tuesday January 10, 2022 at 6:00 p.m.**

Call to Order: 6:01

Roll Call: David Klingensmith, Cody Jeter, David Boduch, Kathy Dortch, Kevin Tellor

Absent with Notice: Marcella Starck, Carrie Smith

Visitors: David Margherio and Kristen Demarco with State Farm

Christine Gerrish (Director)

Unfinished Business

- Motion to approve the coverage of the building and its contents made by Dave Boduch and seconded by David Klingensmith: Roll Call: David Klingensmith, Cody Jeter, David Boduch, Kathy Dortch, Kevin Tellor.

Adjournment –

Motion to adjourn the meeting at 6:33. Motion made by Kevin Tellor and seconded by Cody Jeter. Motion carried unanimously.

Date for next Regular Meeting – January 17, 2022

**Glen Carbon Centennial Library District  
Board Meeting Minutes  
Tuesday, January 17, 2023 at 6:00 p.m.  
Glen Carbon Centennial Library Community Room  
198 South Main St.  
Glen Carbon, Illinois 62034**

Call to Order: 6:05

Roll Call: Marcella Starck, Kevin Tellor, David Klingensmith, Kathryn Dortch, Carrie Smith

Absence with Notice: David Boduch, Cody Jeter

Visitors: None

Consent Agenda

- Motion to approve consent agenda made by Kevin Tellor and seconded by Marcella Starck. Motion carried with Kathryn Dortch abstaining.

Communications - Articles in Edwardsville Intelligencer about upcoming programs.

Treasurer's Report – Dave Boduch

- Motion to approve November, 2022 financials of \$58,864.70 made by David Klingensmith and seconded by Kevin Tellor. Roll Call: Marcella Starck, Kevin Tellor, David Klingensmith, Kathryn Dortch, Carrie Smith. Motion carried unanimously.
- Motion to approve the November, 2022 transfers of Social Security = \$2,027.55, IMRF = \$1,690.86, Building = \$5,160.09, Insurance = \$2,093.77, and Audit = \$300.00 made by Dave Boduch and seconded by David Klingensmith. Roll Call: Marcella Starck, Kevin Tellor, David Klingensmith, Kathryn Dortch, Carrie Smith. Motion carried unanimously.
- Motion to approve December, 2022 financials of \$49,795.10 made by David Klingensmith, seconded by Marcella Starck. Roll Call: Marcella Starck, Kevin Tellor, David Klingensmith, Kathryn Dortch, Carrie Smith. Motion carried unanimously.
- Motion to approve the December, 2022 transfers of Social Security = \$3,310.20, IMRF = \$2,588.37, Building = \$4,908.79, Insurance = \$802.39, and Audit = \$0 made by Dave Boduch and seconded by Kevin Tellor. Roll Call: Marcella Starck, Kevin Tellor, David Klingensmith, Kathryn Dortch, Carrie Smith. Motion carried unanimously.

Finance Committee – David Boduch

- No Report

Personnel Committee – Cody Jeter

- No Report

## Building Committee – Dave Klingensmith

- Henderson is working with Hallett on logistics of moving shelving for the carpeting project.

## Unfinished Business –

- No Unfinished Business

## New Business –

- Ordinance 23-1 Library Board Meeting Dates for 2023 – Motion made to approve Ordinance 23-1 by Kevin Tellor and seconded by Carrie Smith. Motion carried unanimously.
- Semiannual Review of Closed Meeting Minutes – Motion to keep all closed minutes closed made by Marcella Starck and seconded by Kevin Tellor. Motion carried unanimously.
- Resolution to Authorize Property Tax Abatement for Ameren Lot 1b Final Plat of Minor Subdivision of Lot 1 of Bluffview Commerce Park Subdivision - Motion made to approve the resolution by Kevin Tellor and seconded by Carrie Smith. Marcella Starck, Kevin Tellor, David Klingensmith, Kathryn Dortch, Carrie Smith. Motion carried unanimously.
- Personnel Policy Review – Motion made to approve changes to the Duties and Responsibilities of Staff Members, Code of Ethics for Library Employees, and Dress Code made by Kevin Tellor and seconded by Carrie Smith. Motion carried unanimously
  - Welcome to the Staff
  - Duties and Responsibilities of All Staff Members
  - Code of Ethics for Library Employees
  - Dress Code
  - Exempt and Non-Exempt Position Policy
  - Grievance Policy
  - Health Insurance
  - Immigration Compliance Policy
  - IMRF-Illinois Municipal Retirement Fund
  - Inclement Weather
  - Meal & Break Policy

## Topics for Future Discussion

- Director's Evaluation
- Budget 2023-2024
- Carpeting Project

## Adjournment-

- Motion to adjourn at 6:33 made by Kevin Tellor and seconded by Carrie Smith. Motion carried unanimously.
- Date for next Regular Meeting –February 21, 2023