

CAHOKIA PUBLIC LIBRARY DISTRICT

Minutes for the Board of Trustees Meeting

September 9, 2019

1. Meeting called to order by Cindy Horn @ 6:30 p.m.
 - a. Roll call: Berenice Busch, Cindy Horn, Nick Kocurek, Cynthia Trammell, Dot Walker, Kris Morice, and Library Director Jeremy Staicoff. Absent: Board member Yvette McFadden.
 - b. Guest: Bill Day
2. Adopt Agenda or make corrections to order of Business.
 - a. Motion to adopt agenda by N Kocurek and 2nd B Busch. Ayes: B Busch, C Horn, N Kocurek, C Trammell and D Walker. Nays: none.
 - b. Swearing in of new board member – Kris Morice.
3. Public Comments
 - a. Bill Day is needing to get a list for home bound library patrons.
4. Adopt minutes:
 - a. Motion to adopt minutes for August 12th meeting by N Kocurek and 2nd B Busch. Ayes: B Busch, C Horn, N Kocurek, K Morice, C Trammell and D Walker. Nays: none.
5. Correspondence - none
6. Finance Report
 - a. Addition corrections on worksheet on 8/7/19.
 - b. Shortage week of 8/21. Director looking into it.
 - c. Director using new Daily Cash Register Transaction log worksheet.
 - d. Motion to approve by Dot Walker 2nd N Kocurek. Ayes: B Busch, C Horn, N Kocurek, K Morice, C Trammell. Nays: none.
7. Expenditures Report
 - a. Motion to approve by C Trammell 2nd B Busch. Ayes: B Busch, C Horn, N Kocurek, K Morice, C Trammell and D Walker. Nays: none.
8. Director's Report
 - a. Finished Illinois Public Library Annual Report (IPLAR).
 - b. Implemented daily system for cash register reconciliation.
 - c. Attended Metro-East Public Library Management meeting.
 - d. Webinar regarding security for librarians.

- e. Personnel issues.
 - f. Will be going to Illinois Library Association Annual Conference.
 - g. Motion to approve by C Trammell 2nd B Busch. Ayes: B Busch, C Horn, N Kocurek, K Morice, C Trammell and D Walker. Nays: none
9. Youth Director's Report
- a. Promote programs to reach out to teens.
 - b. Reached out to High School for honor students to tutor again.
 - c. Saturday story time.
 - d. Request for mileage advance was declined by the board. Motion K Morice 2nd N Kocurek. Ayes: B Busch, C Horn, N Kocurek, K Morice, C Trammell and D Walker. Nays: none.
10. Trustee's concerns: none.
11. Old Business
- a. Friends of the Library – Jeremy needs to talk to the state.
 - b. Filed separately – different board
 - c. Fund raising, membership and by-laws.
12. New Business
- a. Updating Website
 - b. Dungeon and Dragons
 - c. Chess
 - d. Scrabble for adults
 - e. Kid's room needs to be repurposed.
 - f. Change the way the Library is setup.
 - g. Special Meeting needed for Appropriations meetings to be held on 9/16/19.
 - h. Name tags – Motion by D Walker 2nd C Trammel. Ayes: B Busch, C Horn, N Kocurek, K Morice, C Trammell and D Walker. Nays: none.
13. Closed Session – none
14. Announcements: Next board meeting 10/4/19 (Friday) at 5:00 pm.
15. Adjournment @ 8:10 p.m. Motion by D Walker 2nd N Kocurek. Ayes: B Busch, C Horn, N Kocurek, K Morice, C Trammell and D Walker. Nays: none.