

FAIRVIEW HEIGHTS PUBLIC LIBRARY  
10017 Bunkum Road  
Fairview Heights, IL 62208  
fhpl@fhplibrary.org  
Board of Trustees Meeting, **Minutes of June 20, 2024**

**I. OPENING OF MEETING**

A. CALL TO ORDER: Meeting called to order at 7:00 p.m. by Deborah Smith, *President*.

B. ROLL CALL:

**Present:** Pat Baeske, Donna Bullock, Carolyn Clark, Rochelle Hobson, Bill Poletti, Karie Sheils, Deborah Smith, Linda Spencer, Jill Pifer, *Library Director*

**Absent:** Jen Knepper

C. ADDITIONS TO AGENDA

Roberts Rule of Order, Amend/Primary and Secondary Amendments 12:1 – 12:9

**II. CONSENT AGENDA**

A. Approval of the May 16, 2024 board meeting minutes.

**Motion #1 (Linda Spencer/Karie Sheils)** Approve the May 16, 2024 board meeting minutes. **Motion passed via consensus**

B. LIBRARY DIRECTOR'S REPORT – Written Report

Highlights drawn from the report: Summer Reading Programs, New Credit Card, DMV event, wireless printing service.

**III. APPROVAL OF ALL FINANCIAL STATEMENTS, REPORTS AND BILL LIST**

**Motion #2 (Karie Sheils/Bill Poletti)** Approve all financial statements, reports and bills.

**Roll Call: 8 yes 0 no MOTION PASSED**

Pat Baeske yes; Donna Bullock yes; Carolyn Clark yes; Rochelle Hobson, yes;

Bill Poletti yes; Karie Sheils yes; Deborah Smith yes; Linda Spener yes.

**III. COMMUNICATIONS AND CORRESPONDENCE**

Hoyleton Youth & Family Services – Thank You for the donation of children's material from the April booksale to help establish a library at their facility.

**IV. CITIZENS' COMMENTS (None)**

**V. VI. ILLINOIS HEARTLAND LIBRARY SYSTEM REPORT**

Preliminary implementation of the newly approved Automated Library System.

**VII. STANDING COMMITTEES**

A. FINANCE (None)

B. PERSONNEL (None)

C. POLICY (Pat Baeske) Approved the minutes of the June 6, 2024 committee meeting.

**VIII. SPECIAL COMMITTEES (None)**

**IX. BUSINESS**

A. Discussion and vote on removal of Overdues, Damaged and List Material Policy  
**Motion #3(Bill Poletti/Donna Bullock)** Remove the Overdues, Damaged and List Material section of the policy. **Motion passed via consensus.**

B. Discussion and vote on adopting the Photographing and Recording Policy  
**Motion #4 (Pat Baeske/Karie Sheils)** Adopt the Photographing and Recording policy as presented.  
**Motion passed via consensus.**

C. Discussion and vote on changes to the Rules of Conduct Policy as presented.  
**Motion #5(Bill Poletti/Rochelle Hobson)** Approve the name change of Rules of Conduct to Public Code of Behavior along with the policy as written. **Motion passed via consensus.**

D. Discussion and vote on removal of the Unattended Children Policy  
Motion #6 (Pat Baeske/Bill Poletti) Remove the Unattended Children section to the policy.  
**Motion passed via consensus.**

E. Discussion and vote on changes to the Computer Use Policy  
**Motion #7 (Carolyn Clark/Bill Poletti)** Change the name of the Computer Use policy to Computer and Internet Use policy along with the newly stated policy as written. **Motion passed via consensus.**

F. Discussion and vote on changes to the Wireless Internet Access Policy  
**Motion #8 (Karie Sheils/Donna Bullock)** Approve the name of the Wireless Internet policy to Wireless Usage policy along with the newly written policy. **Motion passed via consensus.**

G. Discussion and vote on setting a slate of board officers to vote on in August 2024  
Bill Poletti called for the reinstatement of all current officers. Rochelle Hobson expressed a desire to vacate the position as vice-president. Donna Bullock expressed interest in filling the the VP roll.

Tentative Slate of officers to be voted on in August 2024:

President – Deborah Smith	Vice – President - Donna Bullock
Treasurer – Karie Sheils	Secretary – Linda Spencer

H. Discussion on Per Capita grant requirement for upcoming application season  
Checklists of selected Illinois Standards will be presented for review in August 2024.

**X. Closed Session (None)**

**XI. Adjournment 7:41 p.m. CONSENSUS**

Topics For Future Consideration

Submitted by,

---

Linda A. Spencer, Secretary