

Request for City Council Action

Date: October 9, 2012

Agenda Section: Consent Agenda No. 4	Originating Department: City Clerk's Office
Item: Acceptance of Minutes of Boards, Commissions and Committees No. 4.3	Approved:

Attached for Council review and acceptance are minutes of meetings from City boards, commissions and committees which have recently been sent to the City Clerk's Office.

Recommended Action:

The Council is requested to accept the following sets of minutes and place them on file:

Carbondale Library Board of Trustees – August 8, 2012

Firefighter's Pension Board – May 9 and 23, 2012

Human Relations Commission – August 6, 2012

Engineering Approval Obtained	Finance Approval Obtained	Legal Approval Obtained	Approval Obtained	Manager's Approval Obtained
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Council Action: Motion by _____ 2nd by _____ to _____

Carbondale Public Library Board of Trustees

Wednesday, August 8, 2012

4:30 p.m.

Meeting Room
405 West Main St.

MINUTES

Call to order.

Vice President Barbara Levine called the meeting to order at 4:30pm

Roll call. Present

Barbara Levine, Vice President (1)

Julian Pei, Treasurer

Philip Brown

Hazel Grant (1)

Joyce Hayes

Don Prosser (1)

Susan Tulis

Absent

Roland Person, President (1)

Harriet Simon (1)

The number following the Trustee's name indicates the number of absences this fiscal year.

Staff present

Diana Brawley Sussman, Library Director

Christine Fine, Circulation and Finance Manager

Visitors Present

None.

President's report.

None.

Secretary's report.

Approval of the July 11, 2012 minutes. Joyce Hayes made a motion to approve the minutes, Susan Tulis seconded. MOTION passed unanimously.

Correspondence and communications.

Shared photographs from Summer Reading programs and Project Next Generation projects.

Financial report.

1. Approval of bills payable including August 16, 2012 to September 15, 2012. Don Prosser made a motion to pay bills. Julian Pei seconded. MOTION passed unanimously.
2. Acceptance of the financial report for July 2012. Christine Fine gave the financial report. She explained where anticipated levy revenue is now shown in budget. The board accepted the financial report.
3. Approve payment of Penny Severns grant expenses: Hazel Grant made a motion to pay the remainder of grant funds owed to SIU or, if not billed, then purchasing in accordance with the agreement between the Illinois State Library and Carbondale Public Library. Seconded by Joyce Hayes. MOTION passed unanimously.

Librarian's report.

1. The board reviewed *Illinois Library Law and Rules, 75 ILCS 10/8 State Grants and 10/8.1 Eligibility for Grants* in accordance with FY13 Illinois Public Library Per Capita grant requirements.
2. Discussion and action on banning a specific patron for a duration to be determined by the board due to severe and repeated violation of the "Conduct of Patrons" policy. Don Prosser moved that George Barny be banned for a period of ten years with the matter to be reviewed at that time if he asks for review. Julian Pei seconded. MOTION passed unanimously.
3. Other: The Library Director was selected by the Illinois State Library to serve on a statewide committee to identify existing and potential models for statewide and national digital literacy training as part of Connect 2 Compete (C2C). The information provided by the committees in Illinois and three other states will help to shape a three year national awareness campaign in partnership with the Ad Council.

The Library Director and Volunteer Coordinator Patrick King have authored a "how-to" article on art exhibitions in libraries. The article will appear in the October 2012 issue of the ILA Reporter.

Committee reports.

1. The personnel committee will set a meeting date to determine review questions for the Library Director's annual review. An agenda for that meeting will be posted in accordance with the Open Meetings Act.

Unfinished business.

1. Authority to Spend policy.
Don Prosser made a motion moves, seconded by Susan Tulis to make one grammatical change in the Authority to Spend policy, and add the phrase "board-approved funds" to the last sentence.

MOTION passed. Julian Pei moved that we adopt the revised authority to spend policy dated August, 2012. Susan Tulis seconded. MOTION Passed Unanimously.

2. Entryway awnings: The Library Director reported that Architect Harlan Bohnsack is working on the initial drawings and will be doing field drawings in the coming week. He hopes to know more accurate pricing within a couple of weeks and be able to begin the formal or informal bidding process (depending upon cost) next month.

New business.

None.

Other.

None.

Adjournment.

Adjourned at 5:15pm

Respectfully submitted:

Susan Tulis, Secretary

Prepared by:

Diana Brawley Sussman, Library Director

Next Board Meetings (all in Public Library meeting room, 4:30p.m.): September 12, 2012; October 10, 2012; November 14, 2012; December 12, 2012.

**CITY OF CARBONDALE
FIRE FIGHTER'S PENSION BOARD**

**MEETING MINUTES
9:00 A.M., MAY 9, 2012
CIVIC CENTER, ROOM #103**

CALL TO ORDER

Ted Lomax called the meeting to order at 9:00 a.m. with the following members of the Board present/absent:

ROLL CALL

PRESENT: Don Ursini, City Treasurer; Deborah McCoy; Harry Threlkeld, Fire Fighter Retiree Representative; Mike Hertz, Secretary; Ted Lomax, President.

ABSENT: None.

GUESTS: Art Tepfer, Tepfer Consulting Group; Firefighter Jerry Koonce

Also present were City Senior Accountant Becky Applegate and Fire Department Administrative Secretary/Recorder Kathy Haldeman.

Art Tepfer, Actuary at Tepfer Consulting Group, was present to discuss and answer questions regarding the actuary valuation process.

Jerry Koonce exited the meeting at 9:15 a.m.

Art Tepfer exited the meeting at 10:25 a.m.

Board members took a break at 10:25 a.m.

The meeting reconvened at 10:40 a.m.

MINUTES OF PREVIOUS MEETING

Motion made by Mike Hertz to approve minutes of the February 8 and February 23, 2012 meetings. Motion seconded by Harry Threlkeld. VOTE: AYES: Don Ursini, Deborah McCoy, Harry Threlkeld, Mike Hertz, and Ted Lomax. NAYS: None. Motion declared carried.

TREASURER'S REPORT

Don Ursini presented the Treasurer's Report and Market Value Comparison for period ending April 30, 2012. Investments showed an increase of \$276,862 since January's statement. Motion made by Mike Hertz to accept the Treasurer's Report as presented and approve expenses totaling \$346,999, of which \$340,895 was payroll. Motion seconded by Harry Threlkeld. VOTE: AYES: Don Ursini, Deborah McCoy, Harry Threlkeld, Mike Hertz, and Ted Lomax. NAYS: None. Motion declared carried. See attached General Ledger Report for details. Motion declared carried. Becky Applegate stated that \$300,000 was transferred into cash from investments to cover payroll for May, June and July, 2012.

UNFINISHED BUSINESS

In March, 2012 the Pension Board mailed out seven Requests for Proposal to Investment Companies with a May 1, 2012 deadline. The Board received four reports back in the mail and spoke with Kyle Jones of JPMorgan verbally. Reports were distributed to all Board members for review. A special meeting has been established for May 23, 2012 at 9:00 a.m. to discuss the reports.

NEW BUSINESS

Mike Hertz stated elections were held the week of April 2, 2012 for one fire fighter position. Mike Hertz was the sole nomination. Mr. Hertz received twenty votes and zero write-ins. Motion made by Mike Hertz to canvas the election and destroy ballots. Motion seconded by Harry Threlkeld. VOTE: AYES: Don Ursini, Deborah McCoy, Harry Threlkeld, Mike Hertz, and Ted Lomax. NAYS: None. Motion declared carried. Motion made by Ted Lomax to appoint Mike Hertz as Secretary. Motion seconded by Harry Threlkeld. VOTE: AYES: Don Ursini, Deborah McCoy, Harry Threlkeld, Mike Hertz, and Ted Lomax. NAYS: None. Motion declared carried. Motion made by Mike Hertz to appoint Ted Lomax as President. Motion seconded by Harry Threlkeld. VOTE: AYES: Don Ursini, Deborah McCoy, Harry Threlkeld, Mike Hertz, and Ted Lomax. NAYS: None. Motion declared carried.

Mike Hertz presented Pension Applications for Membership from Probationary Firefighters Courtney Jossendal and Sean Sherwood, both hired February 27, 2012. Motion made by Mike Hertz to accept Probationary Firefighters Courtney Jossendal and Sean Sherwood into the Carbondale Firefighters' Pension Fund. Motion seconded by Don Ursini. VOTE: AYES: Don Ursini, Deborah McCoy, Harry Threlkeld, Mike Hertz, and Ted Lomax. NAYS: None. Motion declared carried.

Mike Hertz presented an Application for Benefits from Firefighter Jerry Koonce effective May 12, 2012. Mr. Koonce was hired August 26, 1991 and thus has over twenty years of service. He is fifty years old and is eligible to receive pension benefits. Mr. Koonce's first check will be in the amount of \$1,513.64, with a monthly pension check of \$2,346.14. Motion made by Ted Lomax to approve pension benefits for Firefighter Jerry Koonce. Motion seconded by Harry Threlkeld. VOTE: AYES: Don Ursini, Deborah McCoy, Harry Threlkeld, Mike Hertz, and Ted Lomax. NAYS: None. Motion declared carried.

Harry Threlkeld and Deborah McCoy attended an 8 hour pension seminar hosted by the Illinois Public Pension Fund Association at John A. Logan College to meet training requirements.

ANNOUNCEMENTS AND ADJOURNMENT

Motion made by Mike Hertz to adjourn at 11:10 a.m. Motion seconded by Don Ursini. VOTE: All Ayes. The next meeting is scheduled for May 23, 2012 at 9:00 a.m.

Mike Hertz, Secretary

**CITY OF CARBONDALE
FIRE FIGHTER'S PENSION BOARD**

**SPECIAL MEETING MINUTES
9:00 A.M., MAY 23, 2012
CIVIC CENTER, ROOM #103**

CALL TO ORDER

Ted Lomax called the meeting to order at 9:00 a.m. with the following members of the Board present/absent:

ROLL CALL

PRESENT: Don Ursini, City Treasurer; Deborah McCoy; Harry Threlkeld, Fire Fighter Retiree Representative; Mike Hertz, Secretary; Ted Lomax, President.

ABSENT: None.

GUESTS: None.

Also present were City Senior Accountant Becky Applegate and Fire Department Administrative Secretary/Recorder Kathy Haldeman.

UNFINISHED BUSINESS

The Board reviewed the Request for Proposal Reports submitted by Investment Company Managers. The Board decided to invite JPMorgan, PNC, Graystone Consulting, and MP Financial to attend the regularly scheduled meeting on August 3, 2012 to answer further questions. Motion made by Mike Hertz to provide lunch for Board members during this meeting. Motion seconded by Don Ursini. VOTE: AYES: Don Ursini, Deborah McCoy, Harry Threlkeld, Mike Hertz, and Ted Lomax. NAYS: None. Motion declared carried.

Don Ursini presented information from Gallagher for Fiduciary Liability Insurance at a cost of \$2500. The current agreement with Crane Agency for coverage at a cost of \$7,473 expires August, 2012. Motion made by Mike Hertz to enter into a two year agreement with Gallagher for Fiduciary Liability Insurance in the amount of \$2500. Motion seconded by Harry Threlkeld. VOTE: AYES: Don Ursini, Deborah McCoy, Harry Threlkeld, Mike Hertz, and Ted Lomax. NAYS: None. Motion declared carried.

Becky Applegate stated that there had been a problem with Fire and Police Pension direct deposit checks through the Bank of Carbondale regarding the May, 2012 checks. The problem is being rectified.

ANNOUNCEMENTS AND ADJOURNMENT

Motion made by Mike Hertz to adjourn at 9:55 a.m. Motion seconded by Don Ursini. VOTE: All Ayes. The next meeting is scheduled for August 8, 2012 at 9:00 a.m.

Mike Hertz, Secretary



Commissioners Present: Jessica Bradshaw, Jerrold Hennrich, Hugh Muldoon, Sherry Ratcliffe, Dora Weaver

Commissioners Excused: Pat Keenan

Commissioners Absent: Jeraldine Brown, Sidney Logwood, Sam Thomas

Study Circle Staff Present:

Guests Present: Nick Congiardo, Lt. Mark Goddard, Dianna Brawley Sussmann, Jamie Veach, Rory Walters

Staff Present: Deborah McCoy

Call to Order

The meeting was called to order at 6:55 p.m. by Chair Muldoon who welcomed and asked attendees to introduce themselves.

Minutes

Motion was made by Commissioner Hennrich and seconded by Commissioner Ratcliffe to approve the minutes from the July 2, 2012, meeting. Motion carried.

Announcements

Thursday, August 9, 2012 – Crises Intervention Seminar to be held at the Women's Center from 1:30 – 3:30 p.m.

Sunday, August 12, 2012 – Commemoration of the Hiroshima Bombings at the Church of the Good Shepherd. Potluck at 5:30 p.m., program at 6:30 p.m.

Saturday, August 18, 2012 – First Saluki Pride Carwash at Murdale Shopping Center. Proceeds will be used to paint Saluki paws on the streets. The carwash will be followed by a welcome for international students.

Saturday, August 25, 2012 – Carbondale Community Day at Minor's Park. Mayor Fritzler will throw the first pitch. Several ticket packets will be available. The National Anthem will be played by the CCHS band. Contact Commissioner Ratcliffe for more information.

Public Comments - None

Study Circles Report

No report.

Non-Violent Carbondale Project Progress Report

Chair Muldoon reported he and Commissioner Bradshaw were in attendance at meetings held July 19 and 25 to discuss NVCP's plans for the coming months and year. Ideas from the meeting include Compassionate Cities Campaign, food justice, reframing public holidays, 11 Days of Gratitude in November, empty bowl project, 2013 history peace conference at SIUC, veterans re-entry. Discussion also included NVCP decision-making and its future relationship to the HRC. The next meeting will be held on August 16, 2012, 5:00-7:00 p.m. at 27 Hillcrest. NVCP meets the third Thursday of the month.

Old Business

Carbondale as a Compassionate City – Motion was made by Commissioner Hennrich and seconded by Commissioner Bradshaw to amend the Proclamation as discussed and submit it to the Mayor for review. The ninth WHEREAS should read as follows: WHEREAS, THE 11 Days for Compassion, May 1-11, 2012, in Carbondale was an unprecedented community effort that involved thousands of citizens who explored how adults, children, families, and community groups can become compassionate members of society; and... The motion carried.

Video Gaming Proposal – Commissioner Hennrich commented that he had compiled a summary of research on the issue and had spoken with the Mayor and Council Members. Mr. Walters, Carbondale Eagles, commented that with Video Gaming, the organization could possibly increase membership and be able to give back more to the community. Mr. Congiardo, B&B Harris Management, spoke about gaming in general and its status in Illinois. Ms. Veach, Carbondale Elks, explained that membership was private and that applications are considered by a membership committee. She also spoke about the programs and fund raising events they sponsor which allow them to give back to the community. There was discussion regarding the handling of money and enforcement of the rules. Businesses who will participate in the Video Gaming will be required to use new machines effective August 18, 2012. Commissioners agreed that it was not necessary to add more limitations or restrictions because state law and home rule provide enough safeguards. Commissioners agreed that Video Gaming should be monitored by local law enforcement. Commissioner Ratcliffe indicated that she would be abstaining as she has not had an opportunity to consult with businesses. Commissioner Hennrich abstained as he is a member of the Elks. Motion was made by Commissioner Bradshaw and seconded by Commissioner Weaver for City Council to amend Ordinance #2009-42 to mirror state law and use Carbondale police to monitor and enforce gaming in the City of Carbondale. 3 in Favor, 2 Abstentions. Motion carried.

Organizational Consultant – Commissioner Ratcliffe recommended that an organizational

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consultant be hired to assist the HRC in setting priorities. She spoke with the facilitator who helps the Chamber of Commerce identify priorities and develop a strategic plan. His fee is \$350 for a four-hour session. The Commissioners agreed to have Commissioners Ratcliffe, Hennrich, and Deb McCoy move forward.

Invitation of SIUC Office of Diversity and Equity – Commissioner Muldoon read the invitation letter he would like to send to SIUC Associate Vice Chancellor Dr. Linda McCabe Smith, Office of Diversity and Equity’s Office, inviting a representative to speak before HRC. The Commissioners agreed by consensus that the letter be sent.

Chair Muldoon reported that a letter of support was sent on behalf of the Southern Illinois Mentorship Music Program.

New Business

Response to Poverty, Crime, Joblessness – Chair Muldoon stated that two Council Members approached him regarding poverty, joblessness, and job training, particularly amongst the youth. No particular situations or incidents were mentioned by the Council Members. Chair Muldoon commented that he had approached Abdul Haqq who assured he would be available as a resource. Council Members felt that the City, through the HRC, could devote some energy to these issues. Chair Muldoon announced that a statewide effort is underway to address these problems and the Illinois Commission on Eliminating Poverty will hold a hearing in West Frankfort on August 23, 2012, at the First Presbyterian Church from 7:00-9:00 p.m.

Action on New Officers

Nominations were accepted for Chair. There were no nominations to be recommended to the Mayor.

Nominations were accepted for Vice Chair. Commissioner Bradshaw was nominated by Commissioner Hennrich and seconded by Commissioner Weaver. Motion carried and her name will be submitted to the Mayor’s Office.

Next Meeting: September 10, 2012 – Civic Center

Adjournment - There being no further business, the meeting was adjourned.

Recorded by Deborah McCoy