



**Morris Area Public Library  
Board of Trustees Minutes  
Monday, December 9, 2019  
6:30 p.m.  
Administrative Office in the Library**

**Call to Order & Roll Call for the Board of Trustees Meeting**

Carol Anderson called the meeting to order at 6:30 p.m. Trustees present were: Carol Anderson, Barb Boma, Anthony Robinson, and Angelique Minett. Absent was Doug Pryor, Jo Dergo, and Caroline Cummings. Also present: Roberta Richter–Director, Vicki Harvey–Business Manager, and Sarah Crisman from Girl Scout Troop #803, and her mother, Cheryl Crisman.

**Correction to last month's minutes:** A. Robinson was in attendance.

**Review of Agenda:** No changes or additions needed

**Public Comment:** None

**Consent Agenda:**

- **Review & Approval of Minutes:** Board Meeting dated December 9, 2019
- **Review & Approval of Monthly Bills to be paid:** \$24,168.41 for December 2019.
- **Review & Approval of Payroll:** \$33,618.64 for December 2019.

B. Boma made a motion to approve the Consent Agenda, A. Robinson seconded; motion carried 4-0.

**Call to Order & Roll Call for the Board of Trustees Meeting**

C. Anderson called the meeting to order at 7:00 p.m.

**New Business:** Executive session pursuant to 5ILCS 102/2: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body against legal counsel for the public body to determine its validity.

C. Anderson motioned to accept the annual evaluation of the Library Director and B. Boma seconded; motion carried 4-0.

**Adjournment:** Motion made by A. Robinson, seconded by B. Boma. Meeting adjourned at 7:08 pm.

**Director's Report:**

- Special recognition to M. Knott for the annual Breakfast with Santa program. It was a huge success. The theme this year was Winter Wonderland. C. Anderson noted that it gets better and better each year. N. Kiper and R. Nowak, worked with Knott to decorate the lower level. Various staff and volunteers were on hand during the event to help out!
- Cintas tested and repaired the backflow system.
- Johansen and Anderson performed the heating inspection.

**Trustee Report:** None



**Committee Reports:**

**Policy Committee:**

- Request to remove the "History Project" section- C. Anderson made motion, B. Boma seconded; motion carried 4-0.
- Request to remove the "Microfilm" section- A. Robinson made motion, B. Boma seconded; motion carried 4-0.
- Request to add an "Introductory Period" for new hires to the Vacation Policy- B. Boma made motion to approve a 90 introductory period with the removal the last sentence, C. Anderson seconded; motion carried 4-0.
- Revise "Vacation" policy to change the format to vacation hours instead of vacation days and allow for the 90 day introductory period for new hires to pass before vacation time is granted- C. Anderson made motion, A. Minett seconded; motion carried 4-0.

**New Business:**

- Annual Fire /Sprinkler Inspection and alarm monitoring through Cintas- B. Boma made motion, A. Robinson seconded; motion carried 4-0.
- Heritage Proposal, for informational purposes only

**Executive Session:**

- C. Anderson motioned to enter Executive Session and B. Boma seconded; motion carried 4-0.
- C. Anderson motioned to enter Regular Session and B. Boma seconded; motion carried 4-0.

**Adjournment:** Motion made by A. Robinson, seconded by B. Boma. Meeting adjourned at 7:11 pm.

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Angelique Minett, Board Secretary