



MORRIS AREA PUBLIC LIBRARY  
BOOKS FOR ALL

**Morris Area Public Library  
Board of Trustees Minutes**

**March 8, 2021**

**6:30 pm**

**Morris Area Public Library Conference Room**

The Morris Area Public Library will convene a remote regular meeting on March 8 and 6:30 P.M. in the library basement. As permitted by Governor Pritzker's Executive orders 2020-07 and 2020-33, some board members may elect to attend the board meeting via remote means. In consideration of the COVID-19 Pandemic, the Governor's disaster proclamations and the executive orders, members of the public will not be permitted to attend the meeting in person, but will be able to view a livestream of all open portions of the meeting via Zoom:

Minutes-

1. Call to Order at 6:37 P.M.
2. Roll Call- Anderson, Boma, Minett and Porth present. Lawrence and Cummings present via Zoom. Dergo absent.
3. Review of the Agenda for Additions/Changes
  - a. Letter from the Woman's Club will be added to correspondence.
4. Correspondence, Communications, and Public Comment
  - a. Patron letter - A patron sent a letter stating that she appreciated that the library wasn't banning books.
  - b. Woman's Club sent a letter requesting that they could recognize Child Abuse Month by putting pin-wheels in the library garden. They will put up the pinwheels 4/1 and take them down at the end of the month.
5. Minutes from February, regular meeting - Boma motioned to approve February 8th Board Meeting Minutes and Porth seconded. Approved 6-0.
6. Directors Report
  - a. The library is open for all services to patrons. There is still a 1 hour time limit.
  - b. The library accepted a donation of purple chairs for patron seating.
  - c. The Newspapers are available on computers in the library.
  - d. Ayers Electric will fix the lighting in the library parking lot and on the side of the building.
  - e. Ayers Electric did a complete check of the lighting in the building and submitted an offer to repair, fix and replace lighting and light bulbs throughout the entire building.
  - f. An EMT came to check the AED machines. They are expired. Discussion led to having The Director check with various organizations to replace the machines.
  - g. The library cookbook earned almost 500 dollars which was donated to We Care.
  - h. February programs had some great numbers. There might be a reduction in March numbers because the library has in house programming,
  - i. The employee of the month is Vickie.
  - j. The library is still working on weeding the adult section and will start on the children's section soon.
  - k. New shelves were added on the library wall.
  - l. The library acquires 450-500 new items each month.
  - m. There are 2 people on the ballot for the 3 library board positions in the April elections.
  - n. The Director will pay Meristem Advisors to assist with the 2022 budget.
  - o. The Director works one Saturday a month and will be off 1 day in the following week.
  - p. The Director will attend the April Board meeting via zoom.

7. President's Report

- a. Every board member whether they will be serving next year or not needs to fill in the financial statement and send it back or the library could be fined.
- b. The library is open and there is great appreciation to the director and staff for making this happen.

8. Vice President's Report

- a. Serve the Public 4.0 has the library reviewing the following: Strategic Plan, Library Technology Plan, Disaster Plan and the ADA policy to meet the criteria of the Per Capita Grant.
- b. There are virtual conferences on Saturdays. These might be beneficial to board members.
- c. We are looking into roof repairs and generators.
- d. Work continues on the Per Capita Grant.

9. Financial Report

- a. A motion was made to accept the budget A-G: Boma motioned to approve Lawrence seconded. Approved 6-0.
- b. A motion was made to accept the budget and the letter from Kay Olson. Anderson motioned and Cummings seconded. Approved 6-0.

10. Committee Report

a. Finance Committee

- i. Will continue to work on the budget process.
- ii. Will need to turn in 9a ii amended budget appropriations ordinance.

b. Strategic Planning Committee

- i. Work continues on the 5 year plan. Items such as the roof, air filtration, water and heat are being discussed as well as the financial planning to prepare for these items.
- ii. A motion was made to get free bids to repair the roof that include warranties. Lawrence motioned and Boma seconded. Approved 6-0.

c. Technology Committee

- i. A motion was made to accept the proposal from 3Points to renew the Firewall for 1 year at a cost of \$417. Porth motioned and Lawrence seconded. Approved 6-0.

d. Personnel Committee

- i. The library hired 2 new employees. They make a wonderful and needed addition to the staff.

e. Policy Committee

- i. The March 1 meeting went over the Serve the Public 4.0 checklist and discussed the Per Capita Grant.
- ii. Worked to develop policies in the areas of: Strategic Planning, Disaster Planning, Written Development Collection and ADA.

f. Facilities Committee

- i. Ayers Electric will do the repairs to the lighting in the parking lot and the side of the building
- ii. Ayers Electric has given an estimate to fix and replace the lighting in the library. There is a ComEd grant available to help with the cost.
- iii. A meeting to discuss the estimate is set for March 15 at 4 P.M..

11. Unfinished business

- a. None

12. New Business

- a. None

13. Executive Session

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.

Executive session pursuant to 5ILCS 102/3: the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

14. Action on Executive Session

a. None

15. Other

a. None

16. Adjournment - Time 7:20 - Boma motioned to adjourn, seconded by Porth. Approved 6-0.

All topics on the agenda are potential action items.

The Morris Area Public Library District is subject to the requirements of the Americans with Disabilities Act. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting for the facilities, are required to contact the library administrator at (815) 942-6880 x116 promptly to allow the Morris Area Public Library District to make reasonable accommodations for those persons.

\_\_\_\_\_ Angelique Minett, Board Secretary