



Morris Area Public May 17, 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 6:31 P.M.
2. Roll Call- Anderson, Boma, Cummings, Minett and Porth present. Dergo and Lawrence absent. Also present were Library Director Mai and guests Burton, Fruit, S. Davy(newly elected), and E. Davy (arrived 6:48).
3. Review of the Agenda for Additions/Changes
 - a. Addition of mask policy discussion, update on micro pantry and a report on RAILS continuing education.
4. Correspondence, Communications, and Public Comment
 - a. Correspondence on TIF district information.
5. Motion to approve the minutes from April 12 regular meeting. - Boma motioned to approve Meeting Minutes and Porth seconded. Approved 5-0.
6. Swearing in of new Trustees, and reorganization of offices and committees.
 - a. Minett swore in the newly elected Trustees, Davy and Porth.
 - b. Board offices are as follows
 - i. President - Anderson, Vice President - Porth, Secretary- Minett, and Treasurer- Cummings
 - ii. Committees
 1. Personnel - Chairperson- Anderson other members- Dergo
 2. Technology - Chairperson- Porth other members- Minett
 3. Finance- Chairperson- Cummings other members- Anderson
 4. Policy - Chairperson- Minett other members - Porth and Cummings
 5. Strategic Planning- Chairperson - TBD other members- Minett, and Cummings
 6. Facilities- Chairperson- Dergo other members Cummings and Porth
7. Recognition of Service for Departing Trustee- Boma
 - a. A gift of a wall clock was presented as a thank you for her years of service.
8. Open official process to fill vacant Trustee seat.
 - a. Interested parties need to submit a letter of intent with experience and interest, which is due by June 2, 2021, to the director of the Library.
9. Directors Report
 - a. The Library is currently hosting an Art Show.
 - b. The Library is working on transitioning to Bridge. More programs are in person and are being backed up with a facebook video. Storytimes are the one notable exception as they are not archivable.
 - c. The issue with the safe deposit box has been resolved. It was closed last year.
 - d. The Library personnel have really stepped up to fill in for those out on leave.
 - e. Trust information is required to be set up.
 - f. Committees need to reserve a room and need to have an agenda posted at least 72 hours in advance.

- g. After a discussion it was decided that the library will still require masks , social distancing and limit the time spent in the library to 1 hour. These restrictions will be revisited in June.
- h. There are two new employees.
- i. We have proposals for roof repairs, ceiling tile replacement and changing to hard surface floors in the basement. These will be tabled for discussion until June.
- j. Two books, *Trustee Fact File* and *Standards for Illinois Public Libraries* were procured by Minett and handed out.

10. President's Report

- a. Welcome two new employees.

11. Vice President's Report

- a. The Board needs to pay attn. and watch for the upcoming Build American Library Act. It is still in committee but would have money for infrastructure maintenance and library technology improvements.
- b. There is also the America Rescue Plan Act that will provide money for Library improvements.
- c. Porth wrote a letter that the board will sign and send to Durbin, Duckworth, Kinzinger and Chris Brown.
- d. The Library IT department will create letters that patrons can send to elected officials to encourage them to vote support for these programs
- e. The Letters will also be sent to various service organizations to encourage them to send the letters to the Illinois representatives.
- f. There is an ILA workshop on Saturday that is a mock board meeting..

12. Financial Report

- a. A motion was made to accept the budget A-G: Minett motioned to approve Cummings seconded. Approved 5-0.

13. Committee Report

a. Finance Committee

- i. A meeting was held on May 7, 2021.
- ii. Items covered included Outreach and deliveries.
- iii. The replacement of ceiling tiles and the basement floor.
- iv. Review of insurance and including the Err and Omission insurance for Trustees.
- v. Review of overlap of inspectors and contractors.

b. Technology Committee

- i. Nothing new

c. Strategic Planning Committee

- i. None.

d. Personnel Committee

- i. Two new employees were hired.

e. Policy Committee

- i. A meeting was held in April.
- ii. Continued working on ADA
- iii. Development of the collection plan
- iv. Review of the disaster and recovery plan
- v. Review of the strategic plan

f. Facilities Committee

- i. Bids are being procured for repairs on the roof, flooring for the basement and replacing ceiling tiles..

11. Unfinished business

- a. None

12. New Business

- a. Cumming noted that the Woman's Club will monitor the micro pantry and is committed to maintaining it properly.
- b. The Director will contact the city of Morris to see about procuring a garbage can to be placed near the micro pantry,
- c. The Library Director and the Board will work on setting up an appointment with the new Mayor.

- d. Minett noted that the RAILS Strategic planning meeting was good and noted the importance of public surveys. It was noted that the Library does quarterly surveys.

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. Motion to go into executive session at 7:30. Moved by Porth and seconded by Cummings. Approved by 5-0.
- b. Motion to go back into meeting session time 7:46. Moved by Anderson and seconded by Minett. Approved 5-0
- c. Motion to approve a Trust Committee which includes the Director- Mai, The President - Anderson and The Treasurer Anderson. Moved by Cummings and seconded by Minett. Approved by 5-0.

15. Other

- a. None

16. Adjournment - Time 7:48 - Minett motioned to adjourn, seconded by Porth. Approved 5-0.

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