



Morris Area Public July 12, 2021
Board of Trustees Minutes
6:30 pm
Morris Area Public Library Conference Room

Minutes-

1. Call to Order at 6:32 P.M.
2. Roll Call- Anderson, Davy, Dergo, Lawrence, Minett and Porth present. Cummings was present via zoom. Also present were Library Director Mai and guests: Burton, Mai, and Knotts.
3. Review of the Agenda for Additions/Changes
 - a. Motion was made to add 8e VI , Staff Mask and Verification Policy to the agenda. - Minett motioned to approve and Anderson seconded. Approved 7-0.
 - b. Correspondence, Communications, and Public Comment - None.
4. Motion to approve the minutes from the June 14 regular meeting. - Minett motioned to approve meeting minutes and Lawrence seconded. Approved 7-0.
5. Directors Report
 - a. We let vendors for cruise night use the library's water supply.
 - b. Flowers were planted by Kelly and Brian McArde in memory of Diane Miranda. The flowers were from That Perennial Place.
 - c. June program numbers were good.
 - d. The search continues for an outreach vehicle. None have been located that meet our needs.
 - e. The flooring in the basement will be started in September.
 - f. The electrical panels will be worked on in October. They will work in the basement on a Friday and on the first floor on a Saturday. The library will be closed to the public on Saturday.
 - g. The difference in ceiling price bids was researched and the library will be accepting the Narvick bid.
 - h. A motion was made to accept the Director's Report. - Minett motioned to approve the report and Porth seconded. Approved 7-0.
6. President's Report
 - a. None.
7. Vice President's Report
 - a. Policy/information that comes from committee does not need to be voted on but financial decisions require a board vote.
 - b. Motion to accept the V. Pres. Report. - Porth motioned and Davy seconded. Approved 7-0.
8. Financial Report
 - a. A motion was made to accept the budget A-G: Porth motioned to approve and Davy seconded. Approved 7-0.
9. Committee Report
 - a. Finance Committee
 - i. There will be a meeting scheduled in August.
 - ii. The budget is currently on display for 30 days.
 - b. Technology Committee
 - i. We have been receiving emails from Verkada, a security camera system. It is too expensive.
 - c. Strategic Planning Committee
 - i. A meeting will be scheduled in August.
 - d. Personnel Committee

i. Deferred to executive session.

e. Policy Committee

i. There is a small change in the language of the Time off Policy to read paid time off instead of vacation days and copy and duplicate sections were removed.

ii. Motion to accept changes to the Time Off Policy- Minett motioned and Porth seconded. Approved 7-0.

iii. Changes were made to the Collection Management Policy to tighten up the language and to reflect current practices and to meet standards.

iv. A motion was made to approve the Collection Management Policy. - Minett motioned and Anderson seconded. Approved 7-0

v. Changes were made to tighten up the language in the ADA policy, to state the reasonable modifications used to make programs successful and to reflect current practices.

vi. A motion was made to approve the changes to the ADA policy. - Minett motioned and Porth seconded. Approved 7-0.

vii. A policy was written to state the terms of use for the Sensory Room. It will address how it is to be used, the expectations for use and the consequences for misuse.

vii. A motion was made to accept the Sensory Room Policy. Minett motioned and Lawrence seconded. Approved 7-0.

ix. The Illinois Library Secretary of State suggested Board Member Oath of Office will be added to the policy manual.

x. A motion was made to accept the Board Member Oath of Office to the policy manual. Minett motioned and Lawrence seconded. Approved 7-0.

xi. Discussion was held on the Staff Mask and Verification Policy. The policy is based on recommendations from the American Library Association, Illinois Department of Health, Library Rail System and the Center of Disease Control.

xii. A motion was made to accept the Staff Mask and Verification Policy. Minett motioned and Porth seconded. Approved 6-1.

f. Facilities Committee

i. New flowers were added to the front of the building.

ii. We will be getting new flooring in the basement and a new ceiling on the first floor.

11. Unfinished business

a. The Director will look into whether the library or city is responsible for the parking lot upkeep.

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. Motion was made to go into executive session at 7:12. Minett motioned and Porth seconded. Approved 7-0.

15. Other

a. None

16. Adjournment - Time 9:05- Anderson motioned to adjourn, seconded by Dergo. Approved 7-0.

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