



**MORRIS AREA PUBLIC LIBRARY**  
BOOKS FOR ALL

**Morris Area Public Library**  
**May 8 , 2023**  
**Board of Trustees General Meeting Minutes**  
**6:30 pm**  
**Morris Area Public Library Conference Room**

Minutes-

1. Call to Order at 6:32 P.M.
  - a. Roll Call- Cummings ,Ebert, Peterson and Porth were present. Absent were Davy, Keavney, and Minett. Also present were Library Director Mai and guests: Breen , Burton, and Christensen.
2. Swearing in of new board members
  - a. Porth swore in new and returning Trustees: Cummings, Ebert, and Peterson.
3. Review of the Agenda for Additions/Changes.
  - a. None
4. Correspondence, Communications, and Public Comment
  - a. Peterson brought in a copy of the Herald News article about the library staff cutting their hair for St. Benedicts Foundation.
  - b. A lovely thank you card from retiring trustee Dergo was shared with the board.
5. Minutes from the previous regular meeting
  - a. A motion was made to approve the April 10 , 2023 General Board Meeting Minutes. Cummings moved to approve meeting minutes and Peterson seconded. Approved 4-0.
6. Director's Report
  - a. The library went Fine Free as of May 1.
  - b. The library will start collecting paper products to waive fines. The paper products will be sent to We Care and Just Animals.
  - c. We are on the lookout for volunteers to weed the library.
  - d. The First Movie in the Park will be E.T. The Extra Terrestrial on May 26.
  - e. Program numbers are good. The bus trip to see Grumpy Old Men has sold out with a waiting list. We have started an evening book club in a bar, a walking club and are planning a bus trip to the Shedd Aquarium.
  - f. We are still researching the Electronic License Service Option.
  - g. Library week was celebrated with gifts to staff. Life Savers were given out to the board as well.
  - h. We have 2 returning staff to help out over the summer, Farmer and Fischer.
  - i. The staff participated in an active shooter training on Friday, May 5.
  - j. The Formatting of the Policy Manual is complete. The policy committee needs to meet to review several policies.
  - k. The Decennial committee met on May 8 at 6 PM and will have 2 additional meetings.
  - l. The mural will begin by the end of May.
7. President's Report
  - a. Legislation bill 2789 that requires libraries to adopt language and policy that protects against censorship has been passed by the State Senate and is waiting to be signed by the Governor. The Morris Area Library already has such verbiage in place.
8. Vice President's Report
  - a. None
9. Financial Report
  - a. Motion was made to accept the April Financial reports as presented in the board packet. Motioned by Cummings and seconded by Ebert. Approved 4-0.
10. Committee Reports
  - a. Finance Committee

- i. A motion was made to accept the auditors' bid from Tri County Management for 1 year for the library's Audit. The Director is authorized to sign the contract and begin the process with Tri County. Motioned by Cummings and seconded by Ebert. Approved 4-0.
- b. Technology Committee
  - i. The new scan machine has been installed. It has a larger screen, credit card slot, translation capabilities and can work as a copier. The staff have had training on the new machine. The next step of the process is to have the new server installed by Dell.
- c. Strategic Plan Committee
  - i. There is a meeting scheduled for next week.
- d. Personnel Committee
  - i. None
- e. Policy Committee
  - i. A new meeting date has been set for May 31 at 10 AM. Several policies need to be reviewed and a Whistle Blower Policy needs to be written to meet the needs of the Decennial Committee.
- f. Facilities Committee
  - i. We are looking for volunteers to weed the garden and the work on the Mural will start at the end of May.
- g. Ad Hoc Construction Committee
  - i. The Committee reviewed several architectural firms with our Owner's Representative. We looked over firms: Studio GC, Williams, Dewberry, Product Architect and Engberg Anderson. The Committee's recommendation was for the firm Studio GC.
  - ii. A motion to move forward with the Studio GC bid pending attorney approval with costs not to exceed 90,000 based on a 1.2 million dollar project. Then to receive a contract back from the firm for attorney approval after which Director Mai can sign the contract. Motioned by Cummings and seconded by Ebert. Approved 4-0.

11. Unfinished Business

- a. If you see any library discussion on Facebook, please let the Director Mai know so she can make a reply.

12. New Business

- a. None

13. Executive Session

- a. None

14. Action on Executive Session

- a. None

15. Other

- a. None

16. Adjournment - Time 7:45- Cummings motioned to adjourn, seconded by Keavney. Approved 4-0.

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.

\_\_\_\_\_, Board Secretary