

Ella Johnson Memorial Public Library District

109 S. State Street, Hampshire, IL 60140

Minutes of January 25, 2021, Regular Meeting of the Board of Trustees, 7:00 PM, Via Zoom

President Barbara Brust called the Regular Meeting of the Board of Trustees to order at 7:02 p.m. Present were trustees Barbara Brust, Linda Wallace, Pat Dumoulin, Karen Williams, Matthew Mariani, Judy Pokorny, and Linda Drendel. Also present was Library Director Nancy Ashbrook.

Changes/Corrections to the Agenda: None

Questions/Comments – Public or Media: None

Approval of Minutes:

Motion Dumoulin, second Wallace to approve minutes of the December 28, 2020, Regular Meeting. Brust – Y, Mariani – Y, Wallace – Y, Williams – Y, Pokorny – Y, Drendel – Y, Dumoulin – Y. Motion passed.

Treasurer’s Report:

A. Motion Williams, second Mariani to approve the January 2021 bills of \$36,887.13. Brust – Y, Wallace – Y, Dumoulin – Y, Drendel – Y, Mariani – Y, Pokorny – Y, Williams – Y. Motion passed.

B. Reviewed and discussed financial reports from December 31, 2020.

Director’s Report:

A. Kane County Cares Act – received and deposited reimbursement check for \$3,453.31.

B. Two windows on west side in front of New Adult shelves have been replaced. A new VOIP phone system will be installed at the end of January – increasing the number of extensions, eliminating rental fees, yet maintaining same costs.

C. Director Ashbrook is seeking two board members to serve with her on a Personnel Committee that will review employee benefits and compensation. Volunteers should contact Director Ashbrook.

D. Trustees were directed to review the PrairieCat and Ella’s Friends reports.

E. EJMLD has received a \$3,000 grant from ALA in order to conduct a needs assessment of our community in order to discover how to best serve its needs. Library staff has 18 months to complete the project.

President’s Report:

President Brust participated in an on-line roundtable discussion sponsored by RAILS and led by Mr. Alex Todd. As a library consultant, Mr. Todd provided good, sound advice for libraries making their way through 2021.

Unfinished Business:

A. Employee Manual/ Holidays – Motion Wallace, second Pokorny to approve policy as printed with this addition: The library will close on the Sunday of Hampshire Coon Creek Days; this will be an administrative closing. Brust – Y, Pokorny – Y, Williams – Y, Wallace – Y, Dumoulin – Y, Drendel – Y, Mariani—Y. Motion passed.

B. The Board discussed chapters 7 – 13 of the Standards for IL Public Libraries. The following observations were made:

1. Director Ashbrook – Most libraries do not meet all of the standards listed in the end of chapter checklists.
2. President Brust – EJMLD does meet the 23 IL Public Library Core Standards.

3. Trustee Pokorny – When doing a self-evaluation, it is as important to acknowledge the good points of the library’s programs and services as well as its challenges and needs for improvement.

New Business:

A. Motion Williams, second Drendel to approve the Executive Session Minutes report: Authorize to release Executive Session minutes of 8/24/2020 and 9/28/2020. Authorize to destroy Tapes/Files of 6/25/2018, 8/27/2018, 11/26/2018, and 6/24/2019. Williams – Y, Drendel – Y, Brust – Y, Dumoulin – Y, Pokorny – Y, Mariani – Y, Wallace – Y. Motion passed.

B. Dumoulin motion, second Wallace to take the following action about two Maturing Investment Accounts:

1. Brokerage account at Resource Bank expired 1/7/2020 in the amount of \$188, 496.79; this money will be transferred to a 12-month CD at Resource Bank.

2. An original 14-month CD at First American will mature on 1/29/2021 in the amount of \$254,602.89; this money will be invested in a 12-month CD at Resource Bank.

Dumoulin – Y, Wallace – Y, Mariani – Y, Williams – Y, Pokorny – Y, Drendel – N, Brust – N. Motion carried 5 to 2.

Executive Session:

Motion Dumoulin, second Mariani to enter into Executive Session at 7:49 p.m. Pokorny– Y, Mariani – Y, Dumoulin – Y, Wallace – Y, Drendel – Y, Brust – Y, Williams – Y. Motion passed. Board returned to Regular Meeting at 8:19 p.m.

Discussion:

A. Director Ashbrook will work with Treasurer Dumoulin in order to renew her security bond that is about to expire.

B. President Brust thanked Trustee Williams for serving with her on the Executive Session Minutes committee and reminded trustees to contact Director Ashbrook about their interest in serving with her on the Benefits and Compensation committee.

Adjournment: President Brust adjourned the meeting at 8:22 p.m.

Respectfully submitted,

Linda Drendel, Board Secretary