

**Ella Johnson Memorial Public Library District
109 S. State Street, Hampshire, IL 60140
Minutes of August 24, 2020, Regular Meeting of the Board of Trustees, 7:00 PM**

President Barbara Brust called the Regular Meeting of the Board of Trustees to order at 7:01 p.m. Present were trustees: Barbara Brust, Linda Wallace, Linda Drendel, Pat Dumoulin, Judy Pokorny. Also present were Library Director Nancy Ashbrook, New Trustees Matthew Mariani and Karen Williams, and guest Aaron Williams (left at 7:40 p.m.).

Changes/Corrections to the Agenda: None

Questions/Comments from the Public: None

Approval of Minutes:

Motion Dumoulin, second Wallace to approve minutes of July 27, 2020, regular meeting. Voice vote to approve the motion with corrections; ayes carry the motion.

Motion Dumoulin, second Pokorny to approve minutes of August 14, 2020, special meeting. Voice vote to approve the motion; ayes carry the motion.

Oath of Office: Oath of Office was administered to New Trustees Karen Williams and Matthew Mariani.

Treasurer's Report:

A. Motion Mariani, second Williams to approve the August 2020 bills for payment of \$23,847.17. Brust - Y, Wallace - Y, Drendel - Y, Dumoulin -Y, Pokorny - Y, Mariani - Y, Williams -Y. Motion passed.

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

Director's Report:

A. Shared highlights of Summer Reading Program including the very successful (229 in attendance) Drive-In Movie night that concluded the program on August 4, 2020.

B. Informed the board of the new Prairie Cat talent management system that will be valuable for training new employees.

C. Received confirmation from the Kane County CARES Act funding committee that \$250,000 has been earmarked for the 11 Kane County district libraries. Director Ashbrook will apply for funds to help compensate for costs incurred because of the pandemic.

D. Announced hiring two part-time Reference and ILL Associates Grace Galvan and Pedro Rodriguez.

E. After studying results of recent REALM testing on the quarantine of returned library materials, Director Ashbrook recommended we reduce our quarantine period from 3 days to 1 day beginning August 31, 2020. The board agreed with her recommendation.

President's Report:

Congratulated New Trustee Matthew Mariani on his recent marriage.

Unfinishd Business:

A. Motion Pokorny, second Wallace to open the following Executive Meeting minutes: August 26, 2019, September 23, 2019, July 27, 2020, and August 14, 2020. Vote: Brust -Y, Drendel -Y, Wallace - Y, Mariani - Y, Dumoulin -Y, Williams - Y, Pokorny - Y. Motion passed.

B. Motion Drendel, second Dumoulin to accept Secretary's Audit as signed by Brust and Drendel. Ayes carry the motion.

C. Motion Dumoulin, second Brust to approve the changes to the Employee Manual: Applications for Employment, Exit Interview, and to remove Flex Time. Voice vote; ayes carry the motion.

New Business:

A. Motion Mariani, second Wallace to approve the Amended 2020-2021 Operating Budget. Pokorny -Y, Drendel - Y, Brust - Y, Williams - Y, Dumoulin -Y, Wallace - Y, Mariani - Y. Motion passed.

B. Reviewed Amended Budget and Appropriations Ordinance 2020-09-01.

C. Motion Wallace, second Williams to adopt and file the Yearend Statement of Receipts and Disbursements for the FY July 1, 2019 - June 30, 2020. Voice vote; ayes carry the motion.

Executive Session:

Motion Pokorny, second Mariani to enter into Executive Session at 8:15 p.m. for the purpose of discussing 5 ILCS 120/2(c)(1) - Compensation for a specific employee. Roll: Brust -Y, Wallace - Y, Drendel - Y, Dumoulin - Y, Williams - Y, Mariani - Y, Pokorny - Y. Motion passed. Director Ashbrook left the meeting. Board returned to regular meeting at 8:56 p.m. Director Ashbrook also returned.

Action in Respect to Executive Session:

Motion Drendel, second Williams to give Director Nancy Ashbrook a salary compensation in the amount of \$1600 and to give her a \$500 "Pandemic Thank You" bonus. Roll: Wallace - Y, Dumoulin - Y, Mariani - Y, Williams - Y, Pokorny - Y, Drendel - Y, Brust - Y. Motion passed.

Discussion: President Brust reminded board members of the re-scheduled Public Hearing/Special Meeting for the Budget and Appropriations Ordinance 2020-09-01 on Tuesday, September 22, 2020, at 7:00 p.m. A quorum will be needed to approve the ordinance after the public hearing concludes.

Adjournment: President Brust adjourned the meeting at 8:59 p.m.

Respectfully Submitted,

Linda Drendel, Board Secretary